



- \_\_\_ 7. A county grading cover sheet is required on all grading plans. CAD file available. Contact reviewer via email for a copy.
- \_\_\_ 8. Use County standard size 24x 36 inch sheets for all grading plans.
- \_\_\_ 9. Submit written permission for offsite land disturbance.
- \_\_\_ 10. Offsite grading shown requires a separate grading permit or an offsite permission letter (DS-30).
- \_\_\_ 11. Provide representative digital photographs of all property lines and private or public streets adjacent to the proposed grading. Streets shall be documented up to 400 feet from the project site (VCBC Section 101.7.1).
- \_\_\_ 12. Comply with conditions of approval for Planning Project # \_\_\_\_\_.
- \_\_\_ 13. Your grading as shown is discretionary. This will require compliance with CEQA.
  - A. Where the average natural slope within the area to be graded exceeds 10% and the amount of excavation or fill exceeds 10,000 cubic yards.
  - B. Where the average natural slope within the area to be graded exceeds 35% and the amount of excavation or fill exceeds 1000 cubic yards.
  - C. Where the proposed grading slopes exceed 40 feet in vertical height.
  - D. Where the proposed grading is within a designated waterway or designated wetland.
  - E. Where the proposed grading is within an area officially designated by the County as a Sensitive Ecological, Archaeological, Scenic, or Biological Sensitive Area.
  - F. Where the total truck roundtrips per calendar day for the grading operations exceeds 10 round trips or the cumulative total number of truck trips exceeds 50 truck trips per calendar week. The Building Official, as a ministerial act, may allow more than 10 truck roundtrips per day provided the truck traffic is scheduled to minimize impacts to the public or private streets.
- \_\_\_ 14. The project site has been cited for unauthorized grading or grading non-compliance. (UN or GC #\_\_\_\_\_). Show the location and extent of the unauthorized grading on the plan. The UN or GC Investigation fee of \$\_\_\_\_\_ must be paid prior to issuance of the grading permit.
- \_\_\_ 15. Show the trunk location all protected trees within the area of grading (including access roads and storage areas). Show the approximate outline of all protected tree canopies with trunks outside the grading area that are within 50' of the limits of grading, including the canopies of trees growing on adjacent parcel(s). Contact Planning Division for tree permit information including a list of protected trees and required setbacks. More info at: [www.ventura.org/rma/planning/pdf/ordinances/tree\\_protection\\_regs.pdf](http://www.ventura.org/rma/planning/pdf/ordinances/tree_protection_regs.pdf). Provide a copy of Planning's "Tree Permit" or "Exemption letter".
- \_\_\_ 16. A Watershed Protection Permit is required for work in a Red Line Channel, or a flowage easement.

- \_\_\_ 17. The project is located within a FEMA Floodplain. Please complete and submit the attached packet with the appropriate fee.
- \_\_\_ 18. The grading is in an area subject to planning review. Provide a Zoning Clearance for the project.
- \_\_\_ 19. Indicate Assessor's Parcel Number(s) on all plan sheets
- \_\_\_ 20. Indicate Grading Permit number on all plan sheets. Leave the Drawing No box Blank.
- FYI 21. Submit Form No. DS-28 if agent acts on behalf of the owner.
- \_\_\_ 22. No grading in coastal zone November 15 to April 15.
- \_\_\_ 23. Check the CC & R's on the deed and with the Home Owners Association for restrictions on the proposed grading or state No "HOA".
- \_\_\_ 24. A Grading Security Bond is required prior to permit issuance. Provide an Engineers estimate of the grading costs.
- FYI 25. The construction inspection fee deposit must be paid prior to permit issuance.
- FYI 26. Return all plan check materials with resubmittal. A response is required to all checked line items. Provide response to **Both Geotechnical and Plan** review comments.

### GENERAL

- \_\_\_ 27. Provide "Original" topography of property to 100 feet beyond project boundaries, or as otherwise agreed.
- \_\_\_ 28. Final grade elevations must be shown on **Pads** and final contours shown on **Cut and Fill** slopes.
- \_\_\_ 29. Slope grades must be clearly identified (i.e., 2:1 Cut or 2:1 Fill).
- FYI 30. Setbacks must be:
- A. From toe of slope to structure, the setback should be H/2 not to exceed 15 ft.
  - B. From top of slope to foundation, the setback should be H/3 not to exceed 40 ft.
  - C. From toe of slope to property line, the setback should be H/2 **but 2 feet (0.6 m) minimum and need not to exceed 20 ft.**
  - D. From top of slope to property line, the setback should be H/5 **but 2 feet (0.6 m) minimum and not to exceed 10 ft.**
- \_\_\_ 31. A Vicinity Map is needed with sufficient information to find the property in the field. Provide Gate Codes for access to the site.
- \_\_\_ 32. The footprint of all structures within 100 feet of the grading disturbed area must be shown.
- \_\_\_ 33. Show cross-section as noted on plan.

- \_\_\_ 34. An appropriate engineer's scale must be used. Indicate scale graphically and numerically.
- \_\_\_ 35. Indicate true north on the plans.
- \_\_\_ 36. Indicate source and verification of base contours. (Typical plan note: “TOPO VERIFICATION, Contours were verified by field survey dated 00-00-00 by XXX Land Survey Inc.”).
- \_\_\_ 37. Identify cut/fill line(s) and limits of the overall disturbed area of the project.
- FYI 38. Use of exposed plastic pipe in areas of high fire hazard may not be prudent.
- \_\_\_ 30. All easements must be shown on the property. **Construction within easement requires written permission from the easement holder(s).**
- \_\_\_ 40. Provide County signature block on all grading plan sheets.

**DRAINAGE**

- FYI 41. Building pad drainage must be a minimum of 2%.
- \_\_\_ 42. Signed and stamped hydrology and hydraulic calculations are needed to demonstrate that no additional runoff from the property occurs as a result of this project. Site runoff must be maintained at predevelopment quantities.
- FYI 43. Diversion or concentration of runoff is not allowed.
- \_\_\_ 44. A paved interceptor drain is required on top of all cut slopes greater than 5 feet in height and receiving water from an area above, with the drainage direction and flow line elevations shown.
- \_\_\_ 45. Berms or swales must be placed on top of all fill slopes, with drainage direction and flow line elevations shown. Detail C-1.
- \_\_\_ 46. A drainage terrace of 8 feet in width shall be established at no more than 30 feet vertical intervals on cut and fill slopes. When only one terrace is required it shall be at mid height. For cut and fill slopes greater than 100 feet up to 129 feet in vertical height a terrace width of 20 feet at mid height is required.
- \_\_\_ 47. Provide energy dissipaters at drainage outlets with supporting calculations/letter to show the runoff from the dissipater is non erosive.

**STORMWATER POLLUTION CONTROL**

- \_\_\_ 48. Please complete and submit the attached Stormwater Permit Requirements for Construction Activities Questionnaire”.
- \_\_\_ 49. Please complete and submit the appropriate Storm Water Quality Form(s).  
     \_\_\_ **SW-1**              \_\_\_ **SW-2**              \_\_\_ **SW-HR**

