GRADING PERMIT
APPLICATION & SUBMITTAL REQUIREMENTS

City of Redding
777 Cypress Avenue
Redding CA 96001
Telephone:
(530) 225-4170
FAX: (530) 245-7024

Acrobat Form: Complete pages 1 & 2, then PRINT. Use the MOUSE or TAB to navigate.
Click Here to CLEAR/RESET the form before exiting.

The following documents are required by the Land Development Division for grading permit submittals. Incomplete submittals will be returned unchecked with a request for additional information. Please place a check mark by each box to indicate inclusion in submittal.

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Yes	No	NA	
☐	☐	☐	Completed **Grading Application/Permit** form and application fee.
☐	☐	☐	Four (4) complete sets of plans (24" x 36"). Plans shall contain the following information:
☐	☐	☐	The scale of the grading plans shall not be more than one inch equaling fifty feet, nor less than one inch equaling twenty feet. The scale of details or sections shall not be less than one inch equaling one foot.
☐	☐	☐	A vicinity sketch or other data adequately indicating the site location and address.
☐	☐	☐	Property lines with dimensions and bearings of the property on which the work is to be performed
☐	☐	☐	Show: Amount (cubic yards) of cut and fill, top & toe of cut & fill slopes, direction of sheet and concentrated drainage
☐	☐	☐	Location of any existing buildings, structures, easements, utilities, and drainage channels on the property where the work is to be performed and the location of any building or structure on land of adjacent property owners within twenty-five feet of the property boundary
☐	☐	☐	Contours showing the topography of the existing ground. Contour intervals shall be consistent with the existing terrain and shall be accurate to accepted mapping standards for the map scale. Contours shall extend 25 feet past the boundary lines of any project and where unusual topography exists (i.e., permanent or seasonal natural watercourses, etc.) adjacent to a site and the contours shall be extended to include the same
☐	☐	☐	Elevations, dimensions, locations, extent, and the slopes of all proposed grading shown by contours and/or other means
☐	☐	☐	Detailed plans of all drainage devices, walls, cribbing, dams, or other protective devices to be constructed in connection with or as part of the proposed work.
☐	☐	☐	Contour maps submitted pursuant to this subsection shall bear the name of the person responsible therefor and the date they were made and datum used
☐	☐	☐	A description of the vegetation to be cleared, show all trees over 6 inches in diameter in the disturbed areas.
☐	☐	☐	Hydraulic calculations prepared by a civil engineer (if required), together with a map showing the drainage area and calculated runoff of the area served by the drains, subdrain location, and approximate length (see page 3).
☐	☐	☐	Soils Report (if required) Note: all recommendations included in the Soils Report shall be incorporated into the grading permit plans, notes and/or specifications.
☐	☐	☐	Incorporation of City of Redding standard notes on interim erosion control requirements.
☐	☐	☐	Final erosion control plan
☐	☐	☐	Cost estimate of installing/maintaining the interim erosion control measures and the storm drain system.
☐	☐	☐	Depending on site conditions and location, written clearance or permits may be required from, but not be limited to, the following agencies prior to commencement of grading: California Regional Water Quality Control Board, California Department of Fish and Game, U. S. Army Corps of Engineers

Submittal and approval of an Interim Erosion Control Plan and performance security is required before a grading permit will be issued. For soil disturbances greater than one acre, a Notice of Intent and Storm Water Pollution Prevention Plan (SWPPP) are required to be filed with the Regional Water Quality Control Board. A receipt and one copy of the SWPPP shall be submitted to the City of Redding.

GRADING PERMIT REVIEW CRITERIA

Redding Municipal Code (RMC) Title 16 Buildings and Construction
Chapter 16.12 CLEARING, GRADING, FILLS & EXCAVATION

RMC 16.12.030 Exemptions: ***The provisions of this chapter shall not apply to:***

A. **Work accomplished upon land owned and controlled by the United States of America or by the state and which is performed pursuant to a public program of some agency thereof;**

B. **Any excavation, removal, fill, or deposit of any earth or other materials within a property which is dedicated or used or to be used for cemetery purposes; provided that such work is performed for burying the dead and does not affect the lateral support or increase the stresses in or pressure upon any adjacent or contiguous property not owned by the cemetery authority;**

C. **Any grading operation which is conducted during a period of civil emergency or natural disaster and which is directly connected with or related to relief of conditions caused by such emergency or disaster;**

D. **The depositing of rubbish or other material at any reclamation or rubbish disposal site operated by the city and grading work performed as part of such operation;**

E. **Any work done in city streets, sidewalks, alleys, parkways or easements by the city or pursuant to an encroachment permit issued under provisions of Title 13 "Streets and Sidewalks" of this code; or**

F. **Excavations for utilities installed pursuant to permits issued by the building division;**

G. **Reconstruction of paved parking lots that do not alter the existing drainage pattern;**

H. **Grading, clearing, and the placement of topsoil for landscape purposes on a developed single-family residential parcel which is less than one acre, except as otherwise regulated by Chapter 13.40, Trees and Shrubs, and Chapter 16.12.050, Permit Required.**

RMC 16.12.050 B. Exceptions:

If site grading meets the following requirements, a grading permit is not required.

Excavation:

- **Less than 50 cubic yards**

- AND -

- **Vertical depth less than 3 feet from original grade and cut slopes flatter than 2:1**

- AND -

- **No adverse change is made to the existing drainage pattern**

- AND -

- **Not in the 100-year floodplain or within 50 feet of a seasonal creek or wetland as defined by the Army Corps of Engineers and City of Redding**

- AND -

- **Is exempt from Tree Management as defined in Chapter 18.45, of RMC.**

Fill:

- **Less than 50 cubic yards**

- AND -

- **Not intended to support a structure (now or in the future)**

- AND -

- **Less than 3 feet in depth and placed on natural terrain with a slope flatter than 5:1 (20 percent)**

- AND -

- **No adverse change is made to the existing drainage pattern**

- AND -

- **Not in the 100-year floodplain or within 50 feet of a seasonal creek or wetland as defined by the Army Corps of Engineers and City of Redding**

- AND -

- **Is exempt from Tree Management as defined in Chapter 18.45, of RMC.**

CITY OF REDDING
GRADING APPLICATION/PERMIT

RETURN COMPLETED APPLICATION TO:
Development Services Department
777 Cypress Avenue, Redding CA 96001

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Permit Number	- GP -
Application Date	
Date Permit Issued	
Expiration Date	

I hereby request permission to grade or construct by private contract the work and improvements described below, and agree to perform all work in accordance with Chapter 16.12 and all other applicable sections of the Redding Municipal Code, and the plans and conditions approved by the Development Services Department. I am aware that in the interest of public safety, special regulations apply to hillside areas and that Geological, Engineering, and Environmental Determinations mandated by state laws may be required before this permit is issued.

Street Address	**Lot No**	**Subdivision**	**Assessor's Parcel No.**

Owner/Applicant	**Address**, City & Zip	**Area Code/Phone**

Engineer	**License No.**	**Address**	**Area Code/Phone**

I, the undersigned engineer, certify this date that these plans have been prepared by me or under my supervision, that each of the items contained on the submittal check list and approved project conditions have been addressed and they conform to all pertinent requirements of Chapter 16.12 and all other applicable sections of the Redding Municipal Code.

Enter PHONE: 2224446666
Enter DATE: mm / dd / yyyy

Signature of Engineer **Date**

Soil Testing Firm (If Applicable)	**Address**	**Phone**

Engineer Geologist (If Applicable)	**Address**	**Phone**

Excavation Contractor	**License No.**	**Address**	**Phone**

Destination of Excavated Materials (If Applicable) - Address	**Assessor's Parcel No.**

Estimated Time for Completion (Days)	**Estimated Excavation/Cut (Cu Yd)**	**Estimated Embankment/Fill (Cu Yd)**

CERTIFICATION

I hereby certify that to the best of my knowledge and belief the above application is correct and that the above described work will comply with all laws, and that in the doing of the work authorized thereby, I will not employ any person in violation of the Labor Code of the State of California relating to Workmans' Compensation Insurance. I acknowledge that the issuance of this permit shall not relieve me of the responsibility for securing required permits for work to be accomplished which is regulated by any other provision of this code or falls within the jurisdiction of other local, state, or federal agencies.

Signature of Owner

Identify and describe the work and indicate the use covered by the permit.

Receipt No.:	**FEE $**

DO NOT WRITE BELOW THIS LINE - FOR CITY USE ONLY

APPROVAL *(Permit is valid only when signed by the Director of Public Works)*

Permission is hereby granted the above applicant to perform the work set forth in this application and in accordance with Chapter 16.12 of the Redding Municipal Code, the conditions, plans, and maps attached hereto. This permit may be revoked for breach of conditions.
(16.12 RMC - see http://ordlink.com/codes/redding/index.htm)

Director of Public Works

FOR CONSTRUCTION DIVISION USE ONLY

Application Checked By	**Inspector**	**Compaction Report Rec'd**	**Fish & Game Permit Req'd**
Planner	**Start of Work Date**	**Date Finished**	**Rev. Date: 8-9-2010**

Hydrology/Hydraulics Report Requirements

City of Redding
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Telephone:
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The hydrology/hydraulics report requirements for the City of Redding are divided into three sections: peak flow mitigation, hydraulic capacity, and floodplain encroachment or definition. All sections have criteria specified in either the City of Redding Construction Standards, City of Redding Hydrology Manual, or City of Redding Municipal Code. All design analysis requires that the engineer have the experience necessary to practice in the field and all calculations and reports must be signed, checked, dated, and stamped by a registered Civil Engineer.

All reports must contain:

1. Table of Contents.
2. Engineer's statement with stamp and signature.
3. Site description/location with vicinity map.
4. Proposed project description.
5. Pre- and post-project drainage basin description and map.
   Basin and sub-basin maps must be scaled drawings, including topography, at an interval adequate to determine drainage boundaries and direction. Extent of mapping includes all areas draining to or through the project, including offsite drainage.
6. Drainage schematic. For projects with multiple sub-basins, a drainage schematic is required corresponding to the analysis. Drainage schematics will show sub-basins, combination points, routing functions, and the location of any road crossings.
7. Site characteristics (pre/post development).
8. Design criteria. This section needs to reiterate the criteria and reference the source.
9. Methodology.
10. Conclusions.
11. Appendix with appropriate supporting information to draw conclusions.
    a. Tables of model input assumptions.
    b. Appropriate model output summaries.
    c. Other information as required to support conclusions.

Information required specific to each type of analysis:

1. Peak flow mitigation.
   a. Tables of peak flows at all available channel locations downstream of the project including difference column for each event frequency.
   b. Inflow and outflow hydrographs for any proposed detention/retention facility.
   c. Stage-storage-discharge relationship for any proposed detention/retention facility.
   d. Drawings or plans consistent with the analysis of any proposed detention/retention facility.
   e. Drainage system upstream of the facility capable of delivering the 100-year peak flows to the facility.

2. Hydraulic design.
   a. Drainage basin figures showing drainage area to each inlet, clearly correlating each basin with each inlet with a unique identifier associated with corresponding calculations.

b. Calculations for:
    i. Spread of flow in street immediately upstream of each inlet.
    ii. Capture/bypass calculations at each inlet
    iii. Pipe sizing, including:
        1. Normal depth in pipe.
        2. Hydraulic grade line.
        3. d/D in pipe.
c. Overland release route identification.
    i. Identify overload release route for all drainage facilities.
    ii. Include calculations for release routes for 100 year recurrence event.
d. Mitigation facility design.
    i. Access route.
    ii. Inlet design.
    iii. Outlet design.
    iv. Spillway design.
    v. Approval from Division of Safety of Dams for any facility large enough to require or any facility requested to pursue consultation by the City Engineer.

3. Floodplain analysis.
    a. Hydrology analysis and report as outlined above.
    b. 24"x 36" drawing with pre-project topography of affected area, including:
        i. Existing jurisdictional floodplain boundary.
        ii. Identification of the source of the floodplain (FEMA, Montgomery Watson, LOMR, etc.).
        iii. Location of existing cross sections (if any).
        iv. Identification of pre-project floodplain elevations at cross-section locations.
    c. 24"x 36" drawing with project topography of affected area, including:
        i. Revised floodplain boundary.
        ii. Location of cross sections.
        iii. Identification of post-project floodplain elevations at cross-section locations.
    d. Scaled stream profile drawing showing cross-section locations, pre- and post-project water-surface elevations and channel invert.
    e. Complete CLOMR/LOMR application per directions provided by FEMA instructions package.
    f. Pre-project and post-project cross-section figures.