



In order to process and expedite your request for a grading permit, please submit the applicable items listed below.

Submittal Requirements:

- 1 Grading Permit Application and Grading Plans Checklist completely filled out
- 5 Prints of plans on 24"x 36" with 1" margin, on City's standard title block
- 2 Copies of the soils/geotechnical report. If Soils Report is over 12 months old, also provide 3 copies of Soils Report update
- 3 Copies of on-site and off-site drainage study
- 3 Copies of any other calculations
- 1 Print of boundary survey or map of property, or an acceptable legal description if a map is not available
- 5 Prints of Erosion and Sediment Control Plan
- 5 Prints of Erosion Control Plan/Storm Water Pollution Prevention Plan (if the project will disturb one acre or more or is part of a project that will disturb one acre or more)

*** Also, see Engineering checklist for Maps, Improvement Plans, and Landscape Plans when applicable**

CITY GRADING FEES:

A. Plan Check and Micro film

- 1. Plan Check (up to 5,000 CY) \$240.00
- 2. Plan Check (over 5,000 CY) 4% / \$10,000
- Microfilm: \$3.00 per page
- 8-1/2" x 11"\$0.10 per page

B. Inspection Fee (time and material when Private job account exist)

CUBIC YARD (CY)	PERMIT FEE
0-5,000	\$80.00 plus \$420 inspection fee
5,001 and up	\$80.00 plus 4% / \$10,000 for inspection fee

Notes:

1. All drawings and calculations must be signed and sealed by a registered Civil Engineer as required by California Business and Professional Code prior to approval.
2. If one or more of the required items are not submitted, the application will be considered incomplete and will not be processed.
3. Grading permit may be issued to owner or a licensed contractor. An owner (s), who acts as general and hires non-licensed help to do the work, must provide Worker's Compensation insurance. Proof of insurance is required prior to permit issuance.
4. Grading plan must be in compliance with the requirements of the City of Benicia Municipal Code chapters for grading (15.28), flood damage reduction (15.40), storm water management (15.64), improvements (16.36), development plan review (17.112), and site specific soils/geotechnical report. Any variation from code requirements must be noted on the plan and supported by evidence that the variation will not pose any hazards to public health and safety or be expensive to maintain.