



CITY OF DALY CITY
 DEPARTMENT OF PUBLIC WORKS
 ENGINEERING DIVISION
 333 - 90th Street, 1st Floor, Daly City, CA 94015
 Tel: (650) 991-8064 • Fax: (650) 991-8243

ENGINEERING OFFICE USE ONLY
Permit # _____
Payment Type: <input type="checkbox"/> Check - Check # _____
<input type="checkbox"/> Credit Card - Last 4 _____
PEID #: _____

GRADING & HAULING PERMIT APPLICATION

PLEASE PRINT CLEARLY AND FILL IN ALL APPLICABLE SECTIONS

PROJECT NAME:	APPLICATION DATE:
PROJECT SITE ADDRESS:	ANTICIPATED START & END DATE:
PROJECT DESCRIPTION:	HAUL ROUTE:
SUBDIVISION NAME:	<ul style="list-style-type: none"> • Lot size: _____ sq. ft. • Disturbed area: _____ sq. ft. • Grading volume Cut: _____ Fill: _____ • Volume of <input type="checkbox"/> Import: _____ cu. yd. <input type="checkbox"/> Export: _____ cu. yd. • Type of Grading <input type="checkbox"/> Import: _____ cu. yd. <input type="checkbox"/> Export: _____ cu. yd. <input type="checkbox"/> Redistribution on site: _____ cu. yd.
LOT #: _____	
BLOCK #: _____	
ASSESSOR'S PARCEL #:	
ESTIMATED COST OF WORK: \$	
PLAN CASE #:	
PLANNING PLAN CASE #:	
BUILDING PLAN CASE #:	
BUILDING PERMIT #:	

A plan for erosion control during construction shall be submitted with the grading plan for approval by the City Engineer. The permit will expire after any 30-day period of no work. The Contractor will furnish an as-built grading plan at the completion of the job.

Please indicate to whom the security deposit shall be refunded: Owner/Agent Contractor

OWNER/ AGENT	NAME: _____ COMPANY: _____ ADDRESS: _____ CITY/STATE/ZIP: _____ PHONE#: _____ FAX#: _____ EMAIL ADDRESS: _____ SIGNATURE: _____
ENGINEER	NAME: _____ ADDRESS: _____ CITY/STATE/ZIP: _____ PHONE#: _____ FAX#: _____ ENGINEER'S STATE LICENSE #: _____ SIGNATURE: _____
CONTRACTOR	NAME: _____ COMPANY: _____ ADDRESS: _____ CITY/STATE/ZIP: _____ PHONE#: _____ FAX#: _____ EMAIL ADDRESS: _____ CALIFORNIA CONTRACTOR'S LICENSE #: _____ DALY CITY BUSINESS LICENSE #: _____ SIGNATURE: _____

City of Daly City

Engineering Permit Application – Part 2

Stormwater Pollution Prevention

**Must be completed for
all projects
under 5 acres**

State and local law require that measures be taken to prevent pollutants (including sediment) from entering the storm drain system. This is an enforceable requirement of the Clean Water Act. Please complete for all applicable activities. For more information on pollution prevention practices, contact the Source Control Office at (650) 991-8208.

Project Name / Address: _____

I. Site Map

Provide a map of the site (rough sketch OK). Indicate on map:

- Areas of soil disturbance
- Areas of existing vegetation to be preserved
- Areas to be used for storage of soil and wastes
- Designated concrete mixer washout area (if applicable)
- Storm drain inlet locations and protection measures

Protection of plants and trees in any area subject to land-disturbing activities serves as an effective form of erosion and sediment control and should be attempted wherever possible.

II. Best Management Practices

Check if applicable for project – add additional sheets as necessary

Erosion Control – What measures will be taken to keep soil stabilized on existing vegetated areas, to re-vegetate disturbed areas, and to control erosion from disturbed areas? (Examples: hydroseeding; erosion blankets, filter fabrics or plastic sheeting; stabilizing stakes, etc.)

Sediment Control – What measures will be taken to prevent sediment from entering the street and storm drains? (Examples: installing silt fences, hay bales or sand bags on property perimeter; providing for a gravel stabilized entrance for vehicles to prevent tracking of soil; protecting storm drain inlets with filter fabric/sand bags, etc.; implementing sweeping schedules.)

Saw cutting of concrete or pavement – What practices will be used to prevent sawcut slurry from entering storm drains? (Examples: vacuuming slurry; sand bagging street gutter; diverting flow to soil area.)

Concrete, cement and mortar handling and disposal - What practices will be used to prevent washout from concrete mixers from entering the street and storm drains? (Examples: establishing designated washout area with flow into soil or containment ponds; filter and divert water into sanitary sewer.)

Dewatering Operations – *sediment-laden water from excavation sites must be filtered prior to discharge to the storm drains.* How will excavation water be treated?

Employee training – How will all employees be informed of these required practices?



**CITY OF DALY CITY
DEPARTMENT OF PUBLIC WORKS
GRADING PERMIT CONDITIONS**

GENERAL CONDITIONS:

1. Applicant for the grading permit warrants that he/she is the owner of the grading site or is authorized to act on behalf of the owner.
2. Applicant/owner of the grading site (permittee) shall maintain control of the entire grading operation. Street parking shall not be affected without prior City approval. No work may be undertaken within any City street right-of-way without obtaining an encroachment permit from the City. Construction equipment and material may not be transported over residential streets. Any damage to public or private streets, utilities and/or structures shall be repaired by the applicant/owner as required.
3. Applicant/owner shall assume full responsibility for the job site conditions, grading operations and safety of all persons and property. This requirement shall apply continuously and not be limited to normal working hours. Applicant/owner shall defend, indemnify and hold the City, its subsidiary agencies, officers, employees, boards and agents, harmless from any and all liability, real or alleged, in connection with the site grading and its related operations.
4. Applicant/owner shall assume responsibility for completing the permitted grading and its related operations in a manner which shall not endanger public health and safety of the adjacent property and without creating any public nuisance and inconvenience.
5. Applicant/owner shall designate one person in-charge of the grading operation. All communications to and from the City shall be via this person and the City designated Project Inspector. City shall be notified sufficiently in advance of the planned grading operations, any changes in the construction plans and schedules and the required City review.
6. Applicant/owner shall retain the services of a qualified registered engineer to provide the construction oversight and testing services and to prepare the construction record documents. City shall be provided copies of all engineering reports, test results and construction record documents in forms acceptable to the City.
7. Applicant/owner shall not continue grading operations without approval of the City and the qualified registered engineer retained by the applicant/owner. Suspension of grading operation shall not relieve the applicant/owner the responsibility to maintain site safety, abate nuisance, dust, erosion and sediment control and correction of any work deficiency.
8. Grading and its associated retaining walls, drainage improvements, measures to control dust, erosion and sediment transportation, ground cover and vegetation restoration work shall conform to the plans prepared by qualified state registered engineer/architect and approved by the City and in compliance with Chapter 15.62 of Daly City Municipal Code. Any deviation from the approved plan due to unanticipated or differing site conditions shall require submittal of revised plans and City approval before the work may progress.
9. Grading and its associated work shall be completed under the direction of a qualified registered engineer who shall certify the slope stability and adequacy of grading work for the intended use.
10. Grading and its associated work shall not extend beyond the owner's property without the written consent of other property owner(s).
11. Transportation of dirt, rock or other grading material to or from the grading site on any City street shall require a Haul Route Permit. Separate grading permits shall be required for grading on any secondary site for import or export of grading material.

Grading Permit Conditions

12. All existing utility pipes, structures and other public service facilities affected by the grading operation shall be protected against any damage. Any damage to such utilities/public facilities shall be reported to the affected owner(s) immediately and repaired as required.
13. Hours of operation shall be 8 a.m. to 5 p.m., Mondays through Fridays only. There shall be no start-up of machines or equipment before 7:30 a.m., nor shall there be any cleaning or servicing of machines or equipment past 6 p.m., Mondays through Fridays. There shall be no noise generating activity between 6 p.m. and 7:30 a.m. each day and on Saturdays and Sundays. Exceptions to these restrictions may be granted by the City Engineer for one of the following reasons:
 - a. emergency work.
 - b. work during inclement weather.
14. Dust shall be controlled by watering or other methods. Grading operation shall be suspended if dust from the site becomes a nuisance during or after the work hours. Grading shall not commence until the City has approved a dust nuisance control plan submitted by the applicant/owner.
15. Dust and grading material deposited on the City streets, sidewalks, walkways and other areas shall be removed by sweeping or by other means before the end of each day's grading operation. Such material shall not be allowed to enter drainage facilities.
16. Erosion and sediment control measures shall be implemented and maintained per the approved plans in compliance with the NPDES and other applicable regulations. Grading operation shall be suspended until additional measures are in place to correct continuing site erosion and sediment control problems.
17. For commencement of land disturbing or filling activity during the wet season (October 15 through April 15) and other rainy periods, applicant shall demonstrate to the satisfaction of the City Engineer that erosion and sediment from the proposed land disturbance can be controlled. Applicant/owner must apply for and receive City's permission in advance of the proposed land disturbing or filling activities or continuation thereof for every five (5) working days during the wet season. City's permission will be based on the weather forecasts, experience, past performance and other pertinent factors which indicate the grading may commence or continue without excessive erosion occurring.
18. The City Engineer or his/her authorized representative may suspend the permit and issue a stop work order, and Permittee shall cease all work on the work site, except for the work necessary to remedy the cause of suspension, if the work is not in compliance with City's permit. (Daly City Municipal Code, Section 15.62.270)
19. The City Engineer may act against the Permittee's security to finance remedial work undertaken by the City or its contractor, and to reimburse the City for all costs incurred in the process of remedial work necessary to protect public health, safety and welfare and to control erosion from the site. Permittee shall fully reimburse the City's costs of the remedial work undertaken by the City and to reinstate the security to its required level.
20. Applicant shall erect clearly visible sign(s) on or near the grading site listing the activity, its duration and the phone number(s) for public inquiries and/or complaints before starting the grading operation. Applicant is also encouraged to notify all property owners, residents and businesses located within at least 300 ft. of the project site at least once a month through written notices advising them of the planned construction activities, work hours, anticipated noise, traffic disruptions and a local phone number where the project superintendent or his/her agent may be reached. The written notice(s) shall be delivered at least two (2) days in advance of the proposed activity. A copy of each written notice shall be provided to the City.
21. Permittee shall comply with the attached special conditions in addition to these conditions of approval for Grading Permit.

- END OF DOCUMENT -