



GRADING PERMIT CHECKLIST

Fees Summary

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|--------------------------|---|
| <input type="checkbox"/> | <p>Plan Check Fee **</p> <p>\$0 ≤ \$500,000 = 2.75% of the Engineer's estimated valuation</p> <p>\$500,001 ≤ \$1 million = 2.50% of the Engineer's estimated valuation</p> <p>\$1 million < = 1.50% of the Engineer's estimated valuation</p> |
| <input type="checkbox"/> | <p>Permit Inspection Fees **</p> <p>10% of Engineer's estimated valuation</p> |

All Fees established in the **2024 City of Marina Fee Schedule (Effective September 1, 2024)**

**Construction Cost Estimate will include all site improvements minus building structures

*Grading Plan Check - Submittal Requirements ****

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|--------------------------|--|
| <input type="checkbox"/> | Plan Check Fee for all Civil plan sheets |
| <input type="checkbox"/> | Three (3) copies of Improvement Plans (or Digital Plans in PDF Format) |
| <input type="checkbox"/> | One (1) Copy of Geotechnical Report (Signed and Dated) |
| <input type="checkbox"/> | One (1) Copy of Hydrology Report & PCR Self Certification (Signed) |
| <input type="checkbox"/> | One (1) Copy of Approval Letter from the Geotechnical Engineer |
| <input type="checkbox"/> | One (1) Copy of the Property Title Report (dated within last 60 days) |
| <input type="checkbox"/> | One (1) Copy of the Preliminary Construction Cost Estimate & Schedule |
| <input type="checkbox"/> | One (1) Copy of Tree Preservation & Protection Certification (Signed) |

*****Submittals must contain all documents listed above to be accepted**



Plan Set Requirements

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|--------------------------|---|
| <input type="checkbox"/> | Title Sheet (w/ Sheet Index, Submittal Date and Property Info.) |
| <input type="checkbox"/> | General Civil Notes |
| <input type="checkbox"/> | Existing/Proposed Site Improvements (including Lighting/Photometrics) |
| <input type="checkbox"/> | Existing/Proposed Site Utilities (including Drainage Plans) |
| <input type="checkbox"/> | Rough and Finish Grading (including Tree Preservation/Protection***) |
| <input type="checkbox"/> | Civil Details |
| <input type="checkbox"/> | Erosion Control (if site is over 1 acre, provide complete SWPPP) |
| <input type="checkbox"/> | All text sizing shall be no less than 0.1" |
| <input type="checkbox"/> | All plan sheets shall be full size (D-Size, 24"x 36" or larger) |
| <input type="checkbox"/> | Site Plan scaling shall be no less than 1/8" = 1'-0" |

Hydrologic Guidelines

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|--------------------------|--|
| <input type="checkbox"/> | 100% Retention Requirement for Entire Project Site Area* |
| <input type="checkbox"/> | Minimum Ten (10) Year Design Storm for all conduits & inlets |
| <input type="checkbox"/> | One Hundred (100) Year Design Storm for all retention facilities |
| <input type="checkbox"/> | Infiltration Rate per Project Geotechnical Engineer Recommendations |
| <input type="checkbox"/> | Sediment Capture Systems are required for all Parking Lots |
| <input type="checkbox"/> | For projects one (1) acre and larger, submit the WDID General Permit # |
| <input type="checkbox"/> | For projects one (1) acre and larger, submit the SWPPP Package |
| <input type="checkbox"/> | Operations & Maintenance Agreement for entire stormwater system** |

*For Drainage Requirements, see the City of Marina Design Standards at www.cityofmarina.org

For Operations & Maintenance (O&M) requirements, see the California Regional Water Quality Control Board, Central Coast Region "Post-Construction Stormwater Management Requirements for Development Projects in the Central Coast Region", **Resolution No. R3-2013-0032, Attachment 1, Section E at: http://www.waterboards.ca.gov/centralcoast/water_issues/programs/stormwater/docs/lid/lid_hydromod_charette_index.html

*** For Tree Preservation and Protection Plan requirements, see Planning Division Handout