



# City of Oroville

Engineering Division - Public Works Department

1735 Montgomery Street  
 Oroville, CA 95965-4897  
 (530) 538-2401 FAX (530) 538-2426  
[www.cityoforoville.org](http://www.cityoforoville.org)

APPLICATION DATE
PERMIT FEE
PERMIT NO.
APPROVAL DATE

## EROSION CONTROL AND GRADING PERMIT APPLICATION

OWNER/APPLICANT INFORMATION		
Applicant Name	Applicant Street Address	Applicant City, State, Zip Code
Applicant Business Telephone	Applicant Mobile Phone	Applicant Email Address
Property Owner Name (If Not Applicant)	Owner Street Address	Owner City, State, Zip Code
Property Owner Telephone	Property Owner Mobile Phone	Property Owner Email Address

CONTRACTOR INFORMATION		
Contractor Name	Contractor Street Address	Contractor City, State, Zip
Contractor Business Phone	Contractor Mobile Phone	Contractor Email Address
CSLB License Classification	CSLB License No.	CSLB License Expiration Date

PROPERTY AND PROJECT INFORMATION		
Property Address/Location	Property Assessor's Parcel No.	Total Property Size (Square Feet)
Project Description		
<input type="checkbox"/> Commercial Building <input type="checkbox"/> Single Residential Home <input type="checkbox"/> Subdivision	<input type="checkbox"/> Duplex/Triplex <input type="checkbox"/> Apartments <input type="checkbox"/> Grading Only	<input type="checkbox"/> Building Addition <input type="checkbox"/> Swimming Pool <input type="checkbox"/> Other _____

IMPERVIOUS AREAS	
Will the project create/replace impervious areas?	<input type="checkbox"/> Yes (If Yes, complete the remainder of this section) <input type="checkbox"/> No (If No, ignore the remainder of this section)
Existing Impervious (SF) _____ Replacement Impervious (SF) _____ Total New Impervious (SF) _____ Total Replacement and New Impervious (SF): _____  If new impervious = 2,500 – 5,000 SF, project is a "Small Project" subject to City MS4 Stormwater Permit. If new impervious = 5,000 SF or more, project is a "Regulated Project" subject to City MS4 Stormwater Permit.	Impervious Footprints New Construction (SF): Rooftops _____ Driveways _____ Garage _____ Parking Lot _____ Patio _____ Other _____  Total New Impervious SF _____  A scaled site plan shall accompany this application to validate the size of the impervious footprints. For projects subject to City MS4 Stormwater Permit, refer to instructions for required submittals.

<b>LAND DISTURBANCE INFORMATION</b>		
Total Size of Land Surface Disturbance Including Building, Exterior Improvements and Landscaping:  _____ SF	Total Volume of Excavated Earth Material Including Utility Trenches, Foundation Footings, Landscaping, Etc.:  _____ CY	Proposed Start Date:  _____
Maximum Height of Cuts (FT)	Maximum Height of Fills (FT)	Volume of Spoils (YDS)
Spoils Disposal Site Property Owner, Address and APN	<b style="text-align: center;">Comments</b> Prior to City review of this permit application, written permission shall be submitted by the applicant from the property owner authorizing the disposal of excess soil. Depending on the location proposed for disposal, and the volume to be disposed, an addition erosion control permit and erosion control conditions may be applied to the disposal site.	
<ol style="list-style-type: none"> <li>1. If the size of land surface disturbance is less than 200 SF and involves the excavation of less than 20 CY of earth material, <u>the project is exempt from the City Grading Code.</u></li> <li>2. If the size of land surface disturbance is 200 SF to less than 1 acre, and involves the excavation of greater than 20 CY of earth material, <u>the project is subject to the approval of a City Erosion Control Permit.</u> Refer to permit instructions for required submittals.</li> <li>3. If the size of land surface disturbance is 1 acre or more, <u>the project is subject to the approval of a City Grading Permit and compliance with the State of California Construction General Permit.</u> Refer to permit instructions for required submittals.</li> </ol>		

<b>ACKNOWLEDGEMENT SECTION</b>	
_____ Initials	I have reviewed the permit instructions and required submittals and agree to comply with all federal, state and City codes applicable to this application. I further understand that I am responsible for ensuring that all individuals working at the property understand and comply with the requirements of the approved permit.
_____ Initials	I understand that the conditions of the approved permit are minimum requirements and that upon site inspection further measures may be required to comply with the approved permit. I agree that all required erosion control and/or stormwater pollution prevention measures shall be installed and maintained as required by the approved permit.
_____ Initials	For projects less than 1 acre subject to and Erosion Control Plan, I agree to complete weekly and post-storm inspections using the inspection forms attached to the permit instructions. For projects 1 acre or more, I agree to comply with the SWPPP inspection and recordkeeping requirements of the State Construction General Permit.

<b>APPLICANT/OWNER/AGENT/CONTRACTOR SIGNATURE</b>		
Name and Title (Print)	Signature	Date
<b>CITY APPROVAL</b>		
Name and Title (Print)	Signature	Date

# **City of Oroville**

## **Erosion Control and Grading Permits**

### **Applicability**

1. Any land disturbance activity that involves an area of 200 square feet (SF) of surface area or more and the movement of 20 cubic yards (CY) or more of earth material are subject to the requirement for either an Erosion Control Permit (ECP) or a Grading Permit (GP).
2. Any land disturbance activity that involves a surface area between 200 SF and less than 1 acre, or the movement of 20 CY or more of earth material shall require an Erosion Control Permit approval from the City prior to the start of grading or excavation activities.
3. Any land disturbance activity that involves a surface area of 1 acre or greater, or land disturbances less than 1 acre that are part of a larger common plan of development shall require a Grading Permit approval from the City prior to the start of grading or excavation activities. In addition, owners of property in this category shall fully comply with the State of California Construction General Permit, Order No. 2010-0014-DWQ.
4. Projects that involve commercial or residential improvements that create or replace 2,500 SF of impervious surface are subject to the City's Small MS4 Stormwater Permit. In addition to erosion control or grading permits, these projects are subject to specific submittal regarding stormwater quality.

### **Instructions – Erosion Control Permit**

1. Complete and sign an erosion control permit application.
2. Upon City approval of the erosion control permit application, the application, including required submittals, becomes the approved permit.
3. Complete and attach an erosion control plan (ECP) for the project with the application. A sample Erosion Control Site Plan and Checklist is attached for use on a single residential home that may be used by the home construction contractor or owner/builder. A site specific ECP is required for commercial projects to be prepared by a California licensed Civil Engineer or other qualified professional. For those projects requiring a building permit for the proposed construction/excavation/grading activities, a building permit will not be issued until the City of Oroville Public Works department has issued an approved Erosion Control Permit.
4. Once the ECP has been approved, the ECP will be forwarded to the City Building Department to be picked up with the issued Building Permit.
5. Periodic erosion control inspections shall be conducted throughout the duration of the project and within 24 hours of a significant rain/storm event. If violations are found, the applicant will receive a written notice and will have 48 hours to correct the violation. If the violation is not corrected within 48 hours, a stop work order or fine may be issued for the project.
6. The erosion control permit is valid for 12 months from the date of issuance. If ground cover has not been established and all pervious disturbed area have not been stabilized within 12 months, a new ECP will be required.

### **Instructions – Grading Permit**

1. Complete and sign a grading permit application.
2. Upon City approval of the grading permit application, the application, including required submittals, becomes the approved permit.
3. Prior to the approval of a grading permit, a copy of the Notice of Intent filed with the State Water Resources Control Board shall be submitted to the City.

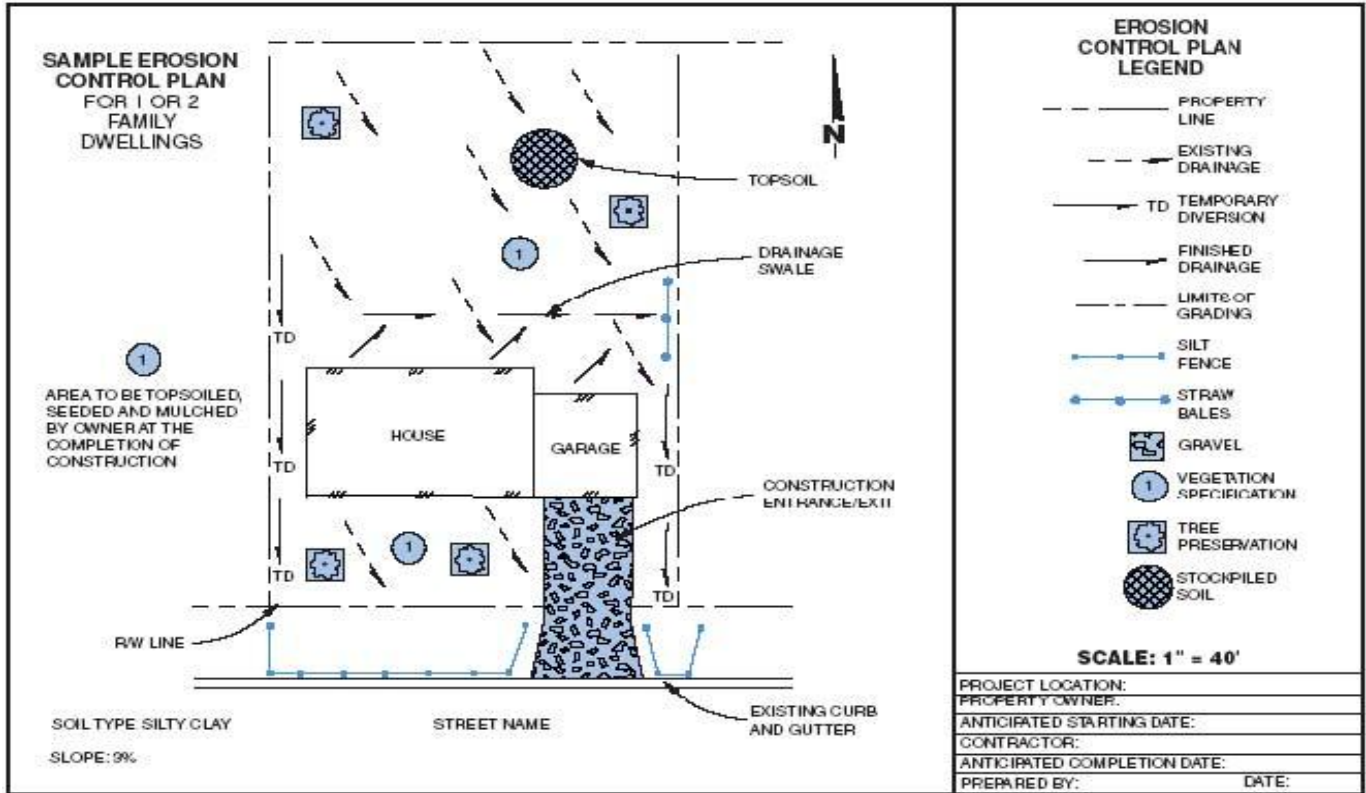
4. Prior to the approval of a grading permit, a copy of the Stormwater pollution Prevention Plan (SWPPP) filed with the State Water Resources Control Board shall be submitted to the City.
5. The SWPPP shall clearly identify the Legally Responsible Person for SWPPP compliance, the Qualified SWPPP Developer (QSD) and the Qualified SWPPP Practitioner (QSP) that will conduct and complete the required SWPPP inspections and sampling and record keeping.
6. Prior to the approval of a grading permit, a copy of a site specific ECP shall be submitted to the City. The ECP shall be stamped by a California Registered Civil Engineer with a Qualified SWPPP Developer (QSD) certification.

### **Erosion Control and Grading Permit Conditions**

1. A construction entrance (tracking pad) shall be installed prior to the start of excavation or grading. The construction entrance shall be surfaced with 3"– 6" clear crushed stone, 12 feet wide minimum (or wider to accommodate construction equipment), 12 inches thick minimum, and extend a minimum length of 50 feet. The 3"- 6" size stone construction entrance shall be maintained until permanent ground cover has been established or a concrete/asphalt driveway has been installed.
2. All traffic, including construction equipment and delivery vehicles, must enter and exit the site using the construction entrance. No alternative access points will be allowed.
3. City sidewalks and streets shall be maintained in a clean sediment free condition at all times. Any sediment and/or construction debris shall be swept and cleaned from the sidewalks and streets daily. Sediment and debris shall not be washed to the City storm drain system.
4. Contractors shall cover sidewalks with temporary plywood, or other suitable cover to prevent the accumulation of rubber tire markings on the sidewalks. If there is an accumulation of rubber tire markings on sidewalks, the Contractor shall pressure wash off the markings weekly. Any sidewalk damage shall require the repair or replacement of sidewalks at the discretion of the City Engineer.
5. Erosion control measures identified in the ECP shall be in place before any land is disturbed on the site. Erosion control measures shall be placed along downslope areas and along sideslope areas as required to prevent or reduce erosion. When the disturbed area is stabilized, the erosion control measures may be removed.
6. Public storm drain inlets shall be protected with erosion control measures.
7. All building materials waste shall be properly managed and disposed of to prevent pollutants and debris from being carried off the site by runoff.
8. All erosion control practices shall be inspected weekly or 24 hours before and after any rainfall event with the potential for sediment transport (typically 0.25 inches or greater). The erosion control permit holder shall inspect and maintain erosion control measures in working condition. These inspections shall be logged in a SWPPP Inspection Log and shall be available for City inspection if requested.
9. Breaks and gaps in sediment fences and barriers shall be repaired immediately. Decomposing straw bales shall be replaced (typical bale life is 3 months). Accumulated sediment shall be removed from behind sediment fences and barriers before it reaches a depth that is equal to half the barrier height.
10. Off-site sediment deposition occurring as a result of a storm event shall be cleaned up by the end of the next workday following the occurrence. All other off-site sediment deposition occurring as a result of construction activities shall be cleaned up at the end of the workday.
11. All erosion control practices will be maintained until the disturbed areas they protect are permanently stabilized and established. Upon permanent stabilization establishment, the temporary erosion control practices shall be removed.

## EXAMPLE EROSION CONTROL PLAN (ECP) AND CHECKLIST

Note: This example ECP is only intended to demonstrate the minimally required content for an ECP plan sheet for a residential (non-commercial) project. Property owners and contractors may use the graphical ECP below as a guide to the preparation of a site specific ECP for a residential project. ECP's for commercial and large residential projects shall be prepared by a California Registered Civil Engineer with a Qualified SWPPP Developer (QSD) certification.



Erosion Control Plan Content Checklist	Included	Not Applicable
North arrow, scale, and site boundary		
Adjacent streets or roadways		
Location of existing drainage ways, streams, rivers, lakes, wetlands or wells		
Location of storm sewer inlets		
Location of existing and proposed buildings and paved areas		
Disturbed area on the lot		
Approximate gradient and direction of slopes before grading		
Approximate gradient and direction of slopes after grading		
Overland runoff (sheet flow) coming onto the site from adjacent areas		
Location of temporary soil storage piles		
Location of construction access drive(s)		
Location of downslope sediment controls (silt fence, straw bales)		
Location of sediment barriers around onsite storm sewer inlets		
Location of erosion control practices on steep (>12%) slopes		
Location of other erosion control practices		

# Erosion Control Site Inspection Report

Project Name: \_\_\_\_\_ Date of Inspection: \_\_\_\_\_

Project Address: \_\_\_\_\_

Type of Inspection:      Weekly                       Post-storm event

Date of Storm Event \_\_\_\_\_ Amount of Rain \_\_\_\_\_ Inches<sup>(1)</sup>

Inspection Performed By (Name and Company): \_\_\_\_\_

Inspector Signature \_\_\_\_\_

BMP# & Description <i>(List all BMP's on ECP)</i>	BMP Installed & Operating Properly?	Corrective Action Needed? <i>(If BMP "No" is checked, specify corrective action taken)</i>	Date of Corrective Action
	<input type="checkbox"/> Yes <input type="checkbox"/> No		
	<input type="checkbox"/> Yes <input type="checkbox"/> No		
	<input type="checkbox"/> Yes <input type="checkbox"/> No		
	<input type="checkbox"/> Yes <input type="checkbox"/> No		
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Comments: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Daily rainfall amounts are available at the following Department of Water Resources website: <http://cdec.water.ca.gov/cgi-progs/queryDaily?OR>

## SITE INSPECTION CHECKLIST

Below are some general site issues that should be assessed during inspections. Customize this list as needed.

BMP/Activity		Implemented?	Maintenance Required?	Corrective Action Needed and Notes
1	Are all slopes and disturbed areas not actively being worked properly stabilized after 14 days?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
2	Are natural resource areas (e.g., streams, wetlands, mature trees, etc.) protected with barriers or similar BMPs?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
3	Are perimeter controls and sediment barriers adequately installed (keyed into substrate) and maintained?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
4	Are discharge points and receiving waters free of any sediment deposits?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
5	Are storm drain inlets properly protected?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
6	Is the construction exit preventing sediment from being tracked into the street?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
7	Is trash/litter from work areas collected and placed in covered dumpsters?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
8	Are washout facilities (e.g., paint, stucco, concrete) available, clearly marked, and maintained?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
9	Are vehicle and equipment fueling, cleaning, and maintenance areas free of spills, leaks, or any other deleterious material?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	
10	Are materials that are potential stormwater contaminants stored inside or under cover?	<input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Yes <input type="checkbox"/> No	