



City of Imperial Beach, California

COMMUNITY DEVELOPMENT DEPARTMENT

825 Imperial Beach Blvd., Imperial Beach, CA 91932 Tel: (619) 628-1356 Fax: (619) 424-4093

GRADING PERMIT APPLICATION

APPLICATION INFORMATION

PROPERTY INFORMATION

Project Address

Assessor's Parcel Number (APN)

OWNER / APPLICANT INFORMATION

Property Owner Information

Applicant Information

Owner Name:

Applicant Name:

Mailing Address:

Company Name:

Mailing Address:

Phone: _____

Email: _____

Phone: _____

Email: _____

DESIGN PROFESSIONAL INFORMATION

Applicant Name: _____

Company Name: _____

Mailing Address: _____

Phone Number: _____

Email Address: _____

Civil Engineer / Design Professional

Name

Company



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Civil Engineer / Design Professional

License Number _____
Phone Number _____
Email Address _____

PROJECT DESCRIPTION

Provide a detailed description of the proposed grading work:

Type of Work (Check all that apply)

- ☐ Rough Grading
- ☐ Precise Grading
- ☐ Excavation
- ☐ Fill Placement
- ☐ Stockpile
- ☐ Retaining Wall
- ☐ Drainage Improvements
- ☐ Erosion Control
- ☐ Utility Trenching
- ☐ Site Preparation
- ☐ Other: _____

GRADING QUANTITIES & SITE INFORMATION

Description	Quantity / Information
Cut	_____ Cubic Yards
Fill	_____ Cubic Yards
Import	_____ Cubic Yards
Export	_____ Cubic Yards



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Description	Quantity / Information
Maximum Depth of Cut	_____
Maximum Height of Fill	_____
Total Site Area	_____
Area to be Disturbed	_____
Existing Use of Property	_____
Proposed Use of Property	_____

AFFIDAVIT CERTIFICATION

We hereby certify that the information furnished in this application package is accurate, true, and correct to the best of our knowledge. By signing below, the property owner consents to the processing of the application by the applicant and authorizes the applicant to comply with the requirements placed on the application by the City. A letter of authorization from the owner may be submitted in lieu of the property owner's signature. A letter of authorization to sign is attached if the owner is a corporation or partnership. We acknowledge that, pursuant to the City's Master Fee Schedule promulgated by City Council Resolution No. 2023-78, we are responsible for all application processing costs which include direct staff costs, indirect overhead costs, and any processing charges by independent contractors or consultants on contract with the City. We acknowledge that the initial application fee may not cover all processing costs incurred and hereby agree to reimburse the City for any additional expenses. We understand that, should the account go into deficit, all City work will stop, no hearings will be scheduled, and no permits or decisions will be issued until additional fees, as required by the City, are submitted to replenish the account. I hereby certify that the information submitted in this application and all accompanying documents is true and correct to the best of my knowledge. I understand that approval of this application does not authorize any work until all required permits have been issued.

Applicant Name (Print): _____

Applicant Signature: _____ **Date:** _____

Property Owner (Print): _____

Property Owner Signature: _____ **Date:** _____

Financially Responsible Party (Print): _____

Financially Responsible Party Signature: _____ **Date:** _____