



City of San Juan Capistrano

Engineering & Environmental Services

ENGDEV@sanjuancapistrano.org

949-443-6337

THIS PERMIT APPLICATION WILL EXPIRE
180 DAYS FROM THE SUBMITTAL DATE
UNLESS THE PERMIT HAS BEEN ISSUED
OR AN EXTENSION IS APPROVED BY
THE BUILDING OFFICIAL PRIOR TO
APPLICATION EXPIRATION.

FOR OFFICE USE ONLY	
PERMIT #:	
HYDROLOGY:	☐ YES ☐ NO
SUBMITTAL DATE:	
TARGET DATE:	

GRADING PERMIT APPLICATION

PROJECT ADDRESS			
CROSS STREETS			
TRACT #	LOT #	ASSESSOR'S PARCEL #	
PERMIT TYPE		TYPE	
☐ ROUGH GRADE	☐ PRECISE GRADE	☐ COMMERCIAL	☐ RESIDENTIAL
CONTACT INFORMATION			
APPLICANT (AUTHORIZED AGENTS MUST PROVIDE AUTHORIZATION LETTER)		PROPERTY OWNER	
ADDRESS		OWNER ADDRESS	
CITY	STATE	ZIP	PHONE
EMAIL		OWNER EMAIL	
CIVIL ENGINEER		CIVIL LICENSE #	GEO TECHNICAL ENGINEER/ GEOLOGIST
ADDRESS		ADDRESS	
CITY	STATE	ZIP	
PHONE	EMAIL	PHONE	EMAIL
SOILS ENGINEER & GEOLOGIST CONTACT INFORMATION AND LICENSE NUMBERS SHALL BE PROVIDED ON GRADING PLANS		CONTRACTOR	CSLB LICENSE #
PROJECT INFORMATION		ADDRESS	PHONE
TOTAL EARTHWORK (CY)	DEVELOPMENT SIZE (ACREAGE)		
DESCRIPTION OF WORK		CITY	STATE
		ZIP	
DOES THIS PROJECT:			
CONTAIN IMPROVEMENTS WITHIN /OR ADJACENT TO AN EXISTING OR PROPOSED SMWD EASEMENT? ☐ YES ☐ NO			
IF YES , PLEASE SUBMIT PLANS TO SMWD FOR REVIEW. A GRADING PERMIT CANNOT BE ISSUED UNTIL SMWD ISSUES THEIR ENCROACHMENT PERMIT.			
INVOLVE PRIVATE WATER & SEWER PLANS / OR HAVE A RETAINING WALL? ☐ YES ☐ NO			
IF YES TO EITHER, PLEASE SUBMIT A BUILDING PERMIT APPLICATION TO BUILDING@SANJUANCAPISTRANO.ORG			
ENCROACHMENT ITEMS	RELATED PROJECT OR PERMIT NUMBER(S)		
☐ YES ☐ NO			
OCFA APPROVAL OF FIRE MASTER PLANS & FUEL MODIFICATION ARE REQUIRED PRIOR TO GRADING PERMIT ISSUANCE			
BY SIGNING BELOW, I CERTIFY THE ABOVE INFORMATION TO BE TRUE AND CORRECT			
SIGNATURE OF APPLICANT		PRINT APPLICANT NAME	DATE