



City of Rocklin

Department of Community Development
 Engineering Services
 3970 Rocklin Rd, Rocklin CA 95677 (1st floor, City Hall)

REQUEST FOR MASS GRADING PLAN APPLICATION

(INCOMPLETE SUBMITTALS WILL NOT BE ACCEPTED)

Fees per City of Rocklin Fee Schedule, Effective January 1, 2022

Name of Project:	City Planning#:
Project Address:	Property Owner:
APN(s):	
Applicant/Engineer's Name:	
Title:	Firm:
Email:	Phone #
Owner:	Submittal Date:

SUBDIVISIONS/COMMERCIAL/INDUSTRIAL

A. 1) GRADING PLANS (PER ORDINANCE NO. 904 Section 15.28.120, 190)

	4 sets of plans
	Grading plans shall be on 24X36" sheets and shall include all appropriate design information as specified in the City of Rocklin Grading Ordinance , and include but are not limited to the following information: <ul style="list-style-type: none"> <input type="checkbox"/> Name, address and telephone number of the project developer <input type="checkbox"/> Scope of Work <input type="checkbox"/> Conditions of Approval from the Final Signed Planning Department Entitlements shall be included in the Notes Section of the improvement plans (only conditions related to Grading are required). For projects not requiring Entitlement, a separate CEQA document is required per section 15.28.080.B <input type="checkbox"/> Estimated quantity of cut and fill <input type="checkbox"/> Haul route if excess fill is to be placed on land within the City of Rocklin
	Erosion and sediment control plan (ESC plan) showing temporary drainage
	2 sets Structural Calculations for Retaining walls and Sound walls (if applicable)
	2 copies of soils report
	2 copies Engineer's cost estimate breakdown of improvements included on the plans with 10% contingency added. ** Provide updated estimate with 3 rd plan submittal

	<ul style="list-style-type: none"> • 50% of Grading Plan Check Fee for “non-minor” grading projects (defined per section 15.28.190) based on Fee Schedule, or \$1,350.00 Grading Plan Check Fee for “minor” grading projects (defined per section 15.28.180) Balance of plan check fee due prior to approval of Grading Plans. • **Any reviews beyond the 3rd plan check will be charged at an hourly rate. • 100% of Grading Inspection Fee due prior to approval of final grading plans (per Fee Schedule for “non-minor” grading or \$711.00 for minor grading projects)
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A. 2) BUILDING DIVISION PERMIT REQUIREMENTS ASSOCIATED WITH GRADING PLANS

**Please note: All Building Permit Applications shall be submitted AFTER the approval of grading plans (permits may be pulled individually or collectively by an appropriately licensed Contractor)*

Separate Building Permit Submittal and associated fees required for “Inspection Only” via: [PROJECT CONTACT INFORMATION FORM](#) AND [BUILDING PERMIT APPLICATION](#) in the following cases:

Retaining walls 4’ and higher (<i>measured from bottom of footing to top of wall</i>) or retaining 3’ of earth, or walls supporting a surcharge (<i>to be determined by the City Building Official</i>)	
Site Sound Walls and Fences over 7’ high as measured from the lowest adjacent grade (<i>includes a combination of wall or fence on top of retaining wall over 7’ high</i>)	

[SPECIAL INSPECTION AND TESTING AGREEMENT FORM](#)

Required in the following, but not limited to:

- Post-Tensioned designed Sound Walls
- Gravity Segmental Retaining Walls

(See Special Inspection form for comprehensive list of items to be inspected and tested. All applicable form sections are to be filled out and signed by 4 parties at the time of Building permit submittal)

**Please sign here to acknowledge that you have read the [City of Rocklin Grading Ordinance](#), you understand the requirements therein, and will comply with said requirements.

Name	Title	Date
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UPON GRADING PLAN SIGN-OFF BY CITY ENGINEER, PLEASE PROVIDE:

- See Table A of Fee Schedule for non-minor grading projects inspection fee)
 - Grading Inspection Fee (\$711.00 for minor grading projects. 2 sets of full-size bond)
 - 2 sets of 11X17” bond
 - **Plans and Soils Report** in PDF format on CD or via email link
- Please note: Approval of grading plans DOES NOT constitute a bond reduction for work done prior to recordation of the Final Map*

UPON PROJECT CONSTRUCTION COMPLETION (*Subject to approval by City Inspection*) AND PRIOR TO CITY ISSUANCE OF A “NOTICE OF COMPLETION”, THE FOLLOWING ITEMS SHALL BE FILED WITH THE ENGINEERING DIVISION:

- Lot Pad Certification block signed on Grading Sheet(s): 1 set of full-size bond, 1 set of 11X17” bond, and PDF format
- 1 set of record drawing plans for review and approvals by City inspection in PDF format