

REMOVE & RECOMPACT SUBMITTAL CHECKLIST
LAND DEVELOPMENT SERVICES
800 South Victoria Avenue, Ventura, CA 93009-1600
(805) 654-3027 | PWA_LDServices@venturacounty.gov



City _	Zip Code Phone
Name	e Address
Refu	nd Recipient:
3.	There are no significant changes to the plans or the permit application.
2.	The request for extension is accompanied by an Application Extension Fee and a Plan Review Fee as prescribed in the County's adopted Fee Schedule, for review of any required plan revisions,
	The project plans and specifications have been updated to reflect compliance with any new applicable code provisions that came into effect as a result of an adopted code change, and
shall expire applicant o application	of application. An application for which no permit is issued within 360 days following the date of application by limitation. Plans, documents, reports, and other data submitted for review may thereafter be returned to the destroyed by the Building Official. Upon written request by the applicant, prior to permit expiration, a permit may be extended by the Building Official where necessary and for good cause, for an extended time period that practical, provided:
	R&R Cover Sheet
_	LDS-11Off-site construction permission letter (if required)
	Remove and Recompact Grading Permit Deposit For current deposit/fee amounts, see "Schedule of Processing Fees & Deposits." Geotechnical Report
	SW Form
	LDS-04 Acknowledgement of Employment of Technical Consultants (signed by all consultants and owner)
	LDS-03 Authorization of Agent, if applicable
	LDS-01 Permit Application (must be signed and completed)
	LDS-RR Grading Permit Submittal (this form-box checked)
	PDF) A Copy of the approved Zone Clearance from Planning division
s	ne following items should be included in the R&R Grading Submittal application packet: Please ubmit the following documents via email to PWA_LDServices@VenturaCounty.gov electronically

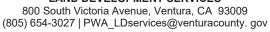
Email _

Permit No.



LDS-01 GRADING PERMIT

LAND DEVELOPMENT SERVICES





Grading Work Description _	Grading Work Description			
Assessor Parcel No(s)				
Address of Work_				
Grading Type: Regular	Engineered	Stockpile Agricultura	Oil Field Remove & Recompact Discretionary	
Depth of Cut Excavat	tion CY	Export CY He	ght of Fill Fill CY Import CY	
Destination of Surplus		Sc	urce of Import	
Stormwater Form(s):		WDID:	QSP Required: Yes No	
VCPWA Comments:			VC DWG No(s)	
		PROJECT CONTACT INF	ORMATION	
Permittee		Addre	ss	
City	Zip	Email	Phone	
Contractor		Addres	s	
City	Zip	Email	Phone	
Civil Engineer		Addre	ss	
City	Zip	Email	Phone	
Soils Engineering		Addr	ess	
City	Zip	Email	Phone	
		Address		
City	Zip	Email	Phone	
This permit authorizes only to or with any conditions impose any liability upon the gover modifications of this permit of I hereby acknowledge that I shall be in accordance with permit the permittee agrees attached hereto.	that work described ed by this permit shaning agency for do or of the approved have read this app the approved plans to comply with all p	d hereon. Neither the issuan nall relieve any person from reamage to other persons or grading plan must be approvilication and state that the above, and the applicable grading provisions of this permit include	ce of this permit, nor the compliance with the provisions hereof esponsibility for damage to other persons or property nor impose property. All attached addenda are a part of this permit. All ed by the governing agency. Eve is correct, and that all excavation, grading and filling of land ordinance. In consideration of the County issuing this grading ing the standard conditions (Page 2) and any special conditions	
This permit authorizes only to or with any conditions impose any liability upon the gover modifications of this permit of I hereby acknowledge that I shall be in accordance with permit the permittee agrees attached hereto.	that work described ed by this permit shaning agency for do or of the approved have read this app the approved plans to comply with all p	d hereon. Neither the issuan nall relieve any person from reamage to other persons or grading plan must be approvilication and state that the above, and the applicable grading provisions of this permit include	ce of this permit, nor the compliance with the provisions hereof esponsibility for damage to other persons or property nor impose property. All attached addenda are a part of this permit. All ed by the governing agency. Eve is correct, and that all excavation, grading and filling of land ordinance. In consideration of the County issuing this grading	
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STANDARD PERMIT CONDITIONS

- 1. Grading shall be in accordance with:
 - a. Ventura County Building Code (VCBC) Appendix J, Latest Edition,
 - b. Ventura County Public Works Agency (VCPWA) Grading Permit Conditions, General Grading Notes, and Approved Grading Plans,
 - c. Standard Specifications for Public Works Construction (SSPWC),
 - d. Ventura County Standard Land Development Manual & Specifications and any supplemental conditions if applicable.
- 2. The Permittee shall call for inspection by the Building Official at all required stages of work with a minimum 48-hours notice. The Permittee shall obtain approval of all stages of work by the Building Official prior to proceeding with the next stage of work. Work stages are identified below as described in VCBC:
 - a. Pre-grade
 - b. Initial
 - c. In progress
 - d. Rough grade
 - e. Final grade
- 3. The permittee shall be responsible for determining the existence and location of any existing underground facilities.
- 4. An excavator planning to conduct an excavation shall notify UNDERGROUND SERVICE ALERT—SOUTHERN CALIFORNIA (toll free at 811) at least two working days, and not more than 14 calendar days, before beginning that excavation. The excavator shall obtain a DigAlert ticket requesting the utility owners to mark or otherwise indicate the location of their subsurface facilities and shall renew ticket(s) as required to maintain validity throughout the duration of grading activities. The excavator shall determine the location and depth of all utilities, including all service connections, which have been marked by the respective owners and which may affect or be affected by its operations. The excavator shall take all necessary measures to protect all utilities and structures found at the site. (Ref: California Government Code Section 4216.)
- 5. Construction inspection deposits shall be made in accordance with the Board of Supervisor's adopted Fee and Deposit Schedule. The permittee shall pay the actual costs (including overhead) for services rendered. If at any time the actual costs exceed the deposits, the permittee shall pay the balance due before proceeding with further work. Failure to remit payment when due may result in the County issuing a "Stop Work Notice". Deposits not used will be refunded to the permittee at time of completion of all required work.
- 6. A preconstruction/pre-grade conference of all interested parties shall be held prior to any construction or grading. Any work performed under this permit prior to conducting a pre-grade meeting will be subject to whatever action including restoration to existing conditions before work was begun, that the County of Ventura deems necessary to inspect, correct and/or approve said work.
- 7. This permit is valid only to the extent of Ventura County Building Code. Permits and consent required by other interested Agencies and consent of the underlying fee owner of easement and that of easement holders shall be the responsibility of the permittee. The permittee shall be responsible for obtaining all necessary permits and permissions from affected property owners, public agencies, and others.
- 8. If the owner wishes to change any technical consultants, grading shall cease until a new technical consultant assumes and accepts responsibility for the grading.
- 9. If the property subject to this permit changes ownership, the seller shall notify the Building Official in writing of the pending transfer and pay any outstanding permit fees. The grading shall cease until the new owner contacts Land Development Services to transfer the permit to the new owner and deposit permit fees.
- 10. Any deviation from the approved grading plans requires prior approval by the Building Official. The permittee shall submit a change order application and revised plans for review and approval by Land Development Services, unless the Building Official provides prior approval for a minor field adjustment to be documented on the "As-Built" drawings.
- 11. Prior to the "Notice of Completion" all grading disturbed areas must be stabilized and slopes vegetated with 70% coverage using native vegetation, where practical.

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Permit No.

COUNTY

LDS-03 AUTHORIZATION OF AGENT TO ACT ON PROPERTY OWNERS BEHALF LAND DEVELOPMENT SERVICES

800 South Victoria Avenue, Ventura, CA 93009 (805) 654-3027 | PWA_LDServices@venturacounty.gov



I hereby authorize the person identified below to act as my agent to apply for, sign, and file the documents necessary to obtain the permits required for my project (excluding the *Notice to Property Owner*, the execution of which I understand is my personal responsibility). My agent should receive copies of all notices and communications related to my project unless I have otherwise notified the County.

Project Description:			
APN(s):			
Project Address:			
Name of Authorized Agent:			
Address of Authorized Agent:			
Phone Number of Authorized Agent:			
E-Mail Address of Authorized Agent:			
PROPERTY OWN	NER ACKNOWL	EDGEMENT	
I declare under penalty of perjury that I am the filled out the above information and certify its all ordinances of the County of Ventura and tin accordance with the requirements of the Co	accuracy. Further, I hat any approvals gr	agree that I and my a	gent will abide by
Property Owner's Name:			
Property Owner's Signature:		Date:	····
Property Owner's Mailing Address:			
Property Owner's E-Mail Address:			
Property Owner's Phone Number:			
Note: A copy of the owner's driver's license, notari submitted with this form to verify property owner's records.		•	
Staff Verification of Property Owner Signature:	Driver License	Notarized Letter	Other
Staff Signature		Date	

Permit No.



Address/Location of Property ___

LDS-04 ACKNOWLEDGEMENT OF EMPLOYMENT OF TECHNICAL CONSULTANTS

LAND DEVELOPMENT SERVICES

800 South Victoria Avenue, Ventura, CA 93009 (805) 654-3027 | PWA_LDServices@venturacounty.gov



Tract No	APN(s):		
and during all work authorize charge of the work and performance and the Land Deve	d by said permit, a Regionm the duties of Civil Eelopment Manual, and fur estigations, perform in	istered Civil Engineer Engineer in accordanc Irther, that professiona	is a condition of the Grading Permit will be retained to be in responsible e with requirements of the Grading I consultants (soils and geology) will reports that are or may be required
new consultants shall be bo recommendations or work co	ound by the grading pla mpleted are not accepta supporting data which n	an and recommendati ble to the new consult nust then be incorpor	riginal reports and grading plan, the ons contained therein. If the plan, ants they shall provide a new report ated on a change order plan to be
Owner(s) Signature		_ Date	Phone
Owner(s) Name		Address	
Email:		City	
coordinated by and submitted Civil Engineer	I to the County by the Ci	vil Engineer.	s and/or Geology Reports are to be Phone
	(Signature)		Reg. No
Email:			
Soils Engineering	(Signature)	Date	Phone
Name			Reg. No
Email:		_	
Geology(If applicable) (Signature	5)	Date	Phone
			Reg. No
Email:			
QSD/QSP/CPESC	(Signature)	Date	Phone
			Reg. No
Email:			-

INSTRUCTIONS: This document must be completed and filed with the County before the grading permit may be issued.

Rev. August 2025



Project Name

SW Form

MINIMUM BEST MANAGEMENT PRACTICES FOR ALL CONSTRUCTION SITES

Prior to the commencement of any clearing, grading, or excavation, contractors of projects with construction activities shall prepare this best management practices (BMPs) worksheet on the form provided herein. The completed SW Form is required to be available at the project site throughout construction.

The purpose of implementing BMPs is to effectively prohibit the entry of pollutants from the construction site into the storm drain system during construction. Erosion and sediment source control BMPs should be considered for both active and inactive construction areas. BMPs for wind erosion and dust control are also included. The BMPs may require modification as the project progresses and as conditions warrant.

The BMPs shall be implemented in accordance with the National Pollutant Discharge Elimination System (NPDES) Ventura Countywide Stormwater Municipal Permit No. CAS004004 (Order R4-2021-0105) dated July 23, 2021.

The applicant/owner is responsible for ensuring that all project contractors and subcontractors implement all applicable BMPs.

Project Information (as applicable) Assessor Parcel Number: Grading Permit No.: Building Permit No.: Conditional Use Permit No.: Location: General Description: Construction Start Date: Construction Completion Date: Disturbed Area in Acres:

Best Management Practices - BMPs

Complete the following table. The BMPs listed shall be used unless determined not applicable or inadequate. Additional BMPs may apply and should be added to the bottom of the table. BMP descriptions and details can be downloaded from the California Stormwater Handbooks at www.casqa.org or Construction Site Best Management Practices (BMP) Manual https://dot.ca.gov/programs/construction/storm-water-and-water-pollution-control/manuals-and-handbooks.

Table A. Minimum BMPs for All Construction Sites

BMPs Selected Noted by IDs from the California Stormwater BMP Handbooks		Use BMP		/If we symbols
		Yes	No	- (If no, explain)
Site Management				
N/A	Housekeeping			
Erosion Cor	ntrols		1	
EC-1/SS-1	Scheduling			
EC-2/SS-2	Preservation of Existing Vegetation			
WE-1	Wind Erosion Controls			
Sediment Co	ontrols		•	
(SE-1/ SC-1, SE-8/SC-8)	Perimeter Controls (e.g., Silt Fence, Sandbag Barriers, etc.)			
TC-1	Stabilized Construction Site Entrance/Exit			
Non-Stormw	vater Management			
NS-1	Water Conservation Practices			
NS-2	Dewatering Operations			
Waste Mana	gement		•	
WM-1	Material Delivery and Storage			
WM-3	Stockpile Management			
WM-4	Spill Prevention and Control			
WM-5	Solid Waste Management			
WM-8	Concrete Waste Management			
WM-9	Sanitary/Septic Waste Management			
Additional B	MPs Selected			

Ī		JOB ADDRESS:		REMOVE & RECOMPA
		OWNER:		
		SOILS REPORT PREPARED BY:		
		DATED:		
		PROJECT NUMBER:		
ı	SIT	E PREPARATIONS PER THE SOILS	EARTHWORK QUANTITIES (EST. CY)	
		GINEERING REPORT	EXCAVATION:	
		MENSIONS:	FILL:	
		PTH: ILDING OFFSETS:	IMPORT/EXPORT:	
	DOI		SOURCE/DISPOSAL SITE LOCATION:	
L				
		NERAL GRADING NOTES:		
	1.	GRADING ACTIVITIES SHALL BE IN ACCORDANCE WITH THE VE EDITION AND VENTURA COUNTY PUBLIC WORKS AGENCY (VCPV	ENTURA COUNTY BUILDING CODE (VCBC) APPENDIX J - GRADING, LATEST WA) GRADING PERMIT CONDITIONS.	
		APPENDIX J - GRADING. PERMITS OR PERMISSIONS THAT M PARTIES ARE THE RESPONSIBILITY OF THE PERMITTEE.	S VALID ONLY TO THE EXTENT OF THE VENTURA COUNTY BUILDING CODE MAY BE REQUIRED BY OTHER REGULATORY AGENCIES OR INTERESTED	
		FOLLOWING PARTIES PRESENT: OWNER, GRADING CONTR JURISDICTIONAL AGENCIES WHEN REQUIRED.	E PRIOR TO ANY GRADING ACTIVITY OR LAND DISTURBANCES WITH THE ACTOR, PROJECT PROFESSIONALS, VCPWA INSPECTOR, AND OTHER	
		THE PERMITTEE SHALL BE RESPONSIBLE FOR DETERMININ FACILITIES.	NG THE EXISTENCE AND LOCATION OF ANY EXISTING UNDERGROUND	
		FREE AT 811) AT LEAST TWO WORKING DAYS, AND NOT MORE EXCAVATOR SHALL OBTAIN A DIGALERT TICKET REQUESTING IT THEIR SUBSURFACE FACILITIES AND SHALL RENEW TICKET(S GRADING ACTIVITIES. THE EXCAVATOR SHALL DETERMINE I CONNECTIONS, WHICH HAVE BEEN MARKED BY THE RESP	LL NOTIFY UNDERGROUND SERVICE ALERT-SOUTHERN CALIFORNIA (TOLL E THAN 14 CALENDAR DAYS, BEFORE BEGINNING THAT EXCAVATION. THE HE UTILITY OWNERS TO MARK OR OTHERWISE INDICATE THE LOCATION OF 1) AS REQUIRED TO MAINTAIN VALIDITY THROUGHOUT THE DURATION OF THE LOCATION AND DEPTH OF ALL UTILITIES, INCLUDING ALL SERVICE PECTIVE OWNERS AND WHICH MAY AFFECT OR BE AFFECTED BY ITS MEASURES TO PROTECT ALL UTILITIES AND STRUCTURES FOUND AT THE	
	6.		ND SHALL END BY 7:00 P.M. SAMEDAY. NO WORK BEYOND 4:30 PM UNLESS	
		TOTAL TRUCK ROUND TRIPS FOR THE GRADING OPERATIONS C	CARRYING EARTH MATERIALS SHALL NOT EXCEED 5 TRUCKS PER HOUR OR NOT CREATE A SAFETY HAZARD FOR INGRESS OR EGRESS ROUTES SUCH GHT.	
		NO GRADING ACTIVITY SHALL OCCUR IN ANY WETLAND, BLUE-L PERMITS & PERMISSION FROM THE VCPWA & VENTURA COU HAVING JURISDICTION.	LINE STREAM, RED-LINE CHANNEL, OR FLOODPLAIN WITHOUT THE PROPER INTY RESOURCE MANAGEMENT AGENCY (RMA), OR OTHER AUTHORITIES	
	9.	RETAINING WALLS, BRIDGES, AND OTHER STRUCTURES REQUIR	RE A SEPARATE PERMIT FROM BUILDING AND SAFETY.	
		ALL RECOMMENDATIONS MADE BY THE GEOTECHNICAL EN EMPLOYED) CONTAINED IN THE REPORTS AS APPROVED BY VOL	IGINEERING PROFESSIONAL (AND GEOLOGICAL PROFESSIONAL, WHERE PWA SHALL BE A PART OF THIS GRADING PLAN.	
	11.		ROTECTED IN ACCORDANCE WITH THE VENTURA COUNTYWIDE MUNICIPAL CONTROL MEASURES SHALL BE INSTALLED AND MAINTAINED FULLY	
			APPROVED BY THE GEOTECHNICAL ENGINEERING PROFESSIONAL (AND INSPECTOR AFTER REMOVAL OF UNSUITABLE MATERIAL AND EXCAVATION IBSURFACE DRAINAGE SYSTEMS OR FILL.	
		ORGANIC MATERIAL, ASHES AND OTHER DEBRIS, UNUSUAL COL SITE AND PROPERLY DISPOSED OF. MATERIALS SUCH AS CONS BY THE GEOTECHNICAL ENGINEERING PROFESSIONAL PRIOR	COMPACTED FILL (I.E. SHALE, SOD, ROOTS, RUBBISH, TRASH, LUMBER, LOR, CONTAMINATION, AND SULFIDE ODOR) SHALL BE REMOVED FROM THE STRUCTION INERT DEBRIS, OR IMPORTED MATERIALS SHALL BE APPROVED TO USE IN COMPACTED FILL. WHERE EXCAVATED MATERIAL IS LARGER OKEN INTO SMALLER PARTICLE SIZES, BEFORE BEING USED AS FILL.	
	14.	THE GEOTECHNICAL ENGINEERING PROFESSIONAL SHALL DIREAS SEPTIC TANKS, IRRIGATION LINES, ETC.	ECT THE REMOVAL OF ANY EXISTING UNDERGROUND STRUCTURES SUCH	
		ANY WATER WELL LOCATED WITHIN THE AREA OF DISTURBAN RESOURCES DIVISION, PRIOR TO ITS MODIFICATION, ABANDON	NCE SHALL BE REPORTED TO VCPWA, WATERSHED PROTECTION, WATER MENT, OR DESTRUCTION.	
	16.	ANY OIL WELL LOCATED WITHIN THE AREA OF DISTURBANCE : MANAGEMENT DIVISION PRIOR TO ITS MODIFICATION, ABANDON	SHALL BE REPORTED TO THE STATE OF CALIFORNIA, GEOLOGIC ENERGY NMENT, OR DESTRUCTION.	
	17.	ALL TEMPORARY EXCAVATIONS MUST BE EXAMINED BY THE GE AND VCPWA INSPECTOR. FIELD CERTIFICATION MUST BE SUBM	EOLOGICAL PROFESSIONAL, GEOTECHNICAL ENGINEERING PROFESSIONAL, MITTED BY THE CONSULTANTS PRIOR TO PLACING FILL.	
			O GEOLOGICAL PROFESSIONAL, WHERE EMPLOYED) SHALL PROVIDE SURE EXCAVATION SAFETY WHEN UNSTABLE MATERIAL IS EXPOSED.	
	19.	APPROVED BY VCPWA: A. ALL ROUTINE INSPECTION REPORTS AS REQUIRED B B. ROUGH GRADE SOILS ENGINEERING (AND ENGINEER	PERMIT ISSUANCE OR INSPECTION, THE FOLLOWING ITEMS SHALL BE BY VCBC OR OTHERWISE REQUESTED BY BUILDING OFFICIAL; RING GEOLOGY, IF APPLICABLE) REPORTS SUMMARIZING ALL EARTHWORK AS BEEN COMPLETED ACCORDING TO THE APPROVED REPORTS.	
		THE TRUNK LOCATION OF ALL TREES WITHIN THE AREA OF SHOWN. SHOW THE APPROXIMATE OUTLINE OF ALL TREE CANC	GRADING (INCLUDING ACCESS ROADS AND STORAGE AREAS) SHALL BE OPIES WITH TRUNKS OUTSIDE THE GRADING AREA THAT ARE WITHIN 50' OF OWING ON ADJACENT PARCEL(S). CONTACT PLANNING DIVISION FOR TREE	OTT
			STRUCTION, CONSTRUCTION ACTIVITIES SHALL HALT IN THE AREA OF THE L BE NOTIFIED AND A SITE EVALUATION CONDUCTED AS NECESSARY TO SURES, AS APPROPRIATE.	GRADING / SITE PL

811. APN	GRADING / SITE PLAN	GP

22. HORIZONTAL AND VERTICAL LOCATION AND ACCURACY OF CONSTRUCTION SHALL BE THE RESPONSIBILITY OF THE PERMITTEE AND MAY REQUIRE VERIFICATION BY LICENSED LAND SURVEYOR WHEN ADJACENT TO PROPERTY LINES.