Grading Permit Application Checklist

Visit the Community Development Department page at www.cityofarcata.org. Select the Land Use Code from the menu and then see § 9.64 for complete Grading, Erosion, and Sediment Control regulations.

- ❑ Preliminary Review Option: Applicants can pay a fee to get the permit review process started rather than waiting until all required items are submitted for staff to begin review of your project.

Talk with Arcata Building Department staff to determine which of the following items must be submitted along with a completed and signed application form. **Incomplete or inaccurate information will cause a delay in permit processing.**

- ❑ Application form with signatures of all owners of the affected parcels.
- ❑ Application fee deposit as indicated on the application form.
- ❑ Eight (8) copies of a plot (site) plan containing the information shown on the plot plan checklist. Additional copies may be required for agency distribution.
- ❑ A grading plan (§ 9.64).
- ❑ Erosion and sediment control plan fully indicating necessary land treatment and structural measures, including a schedule of timing for their installation, which will effectively minimize soil erosion and sediment yield. Show silt fences, sediment barriers, direction of drainage, drainage facilities, and other details necessary.
- ❑ A revegetation plan if vegetation removal exceeds 1,000 square feet in area. Follow the requirements of the Landscape Plan Checklist.
- ❑ To request an exemption from the California Environmental Quality Act (CEQA), submit justification and evidence to support a CEQA exemption; or
- ❑ For projects not exempt from CEQA, submit a CEQA checklist. See staff for a Negative Declaration or Environmental Impact Report determination.
- ❑ Cultural Resource Review - Refer to the latest fee schedule and make checks payable to: NCIC (North Coastal Information Center).