



CITY OF EL CENTRO

City of El Centro
Engineering Division
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On-Site Grading & Erosion Control Plan Submittal Requirements

Information
Bulletin

IB-002

Dec. 2016

Projects creating 5,000 SF of new impervious area, or projects disturbing 10,000 SF of surface, whichever occurs first, are required to obtain a grading permit.

Grading and Erosion Control Plan Submittal Requirements:

1. Two sets of Grading & Erosion Control Plans prepared in accordance with City standards and design criteria, including the City of El Centro Jurisdictional Runoff Management Program (JRMP) and supporting Water Quality Management Plan. A registered Civil Engineer is required to sign plans and indicate state license number prior to submittal.
2. One copy of completed Grading and Erosion Control Permit Application. (Please complete in blue or black ink)
3. Two copies of the site-specific soils report prepared by an approved geotechnical engineering firm (may be waived by City Engineer if site is of small nature).
4. A statement of Cut/Fill quantities must be included in the title sheet or general notes section.
5. Two copies of the WQMP (see JRMP for guidelines). *Sample Project Size JRMP Triggers to be assessed in WQMP:*
 - a. All grading permit projects: Operations and Maintenance Plan per the City JRMP to be part of WQMP.
 - b. Projects creating 5,000 SF and over of impervious surface shall include post-construction BMP's per the City JRMP (provide storm water quality features for the 85th percentile 24-hr storm event.)
 - c. Projects disturbing 10,000 SF and over of surface area shall include construction BMP's per the City JRMP.
 - d. Projects 10,000 SF and over shall include a combined detention basin volume sized to hold 3" x Project Tributary Surface Area (flood). Detention basin(s) shall discharge or flow to a nearby storm system or otherwise drain within three days. Detention basin is to comply with El Centro Retention Basin standards.
 - e. Projects 1 acre or more require hydro modification per the City JRMP. Discuss in the WQMP. Post project 10-year peak flows must not exceed the pre-project 10-year peak flow rates.
 - f. Projects 1 acre or more (single project or part of a master project): Submit three copies of the "Notice of Intent" (NOI) submitted to the State Water Quality Control Board, accompanied by a copy of payment check or receipt of payment with WDID from the State Regional Water Control Board.
6. For all precise grading plan checks, two copies of the letter from the civil engineer stating that the finish floor elevation is designed to be a minimum of 1'-0" above the water surface theoretical 100-year storm.
7. Copy of Site Plan Review, Tentative Tract Map and/or CUP site plan where applicable.
8. In addition to the above, when a project has a CUP or SPR associated to the project, the Title sheet or General Notes portion of the plan shall include a section titled, "Conditions of Approval or Site Plan Review Conditions" containing the following language and information:

"Conditions of approval (or Site Plan Review Conditions) required prior to the issuance of a Certificate of Occupancy are as follows; (Resolution Number(s) if applicable):"

Each condition from the text of applicable resolution(s) or other action(s) under the heading "Prior to the Issuance of Certificates of Occupancy" shall be listed. Each listing shall include the condition number, and condition language exactly as it appears in the referenced Resolution.

Prior to approval, the project reviewer will review the listing of conditions for completeness and accuracy.

9. At the completion of the project and/or prior to the Certificate of Occupancy being issued, the following must be submitted to the City Engineering Division:
 - a. Letter from the Engineer of Record certifying that the project was constructed in accordance with the approved set of plans (include language for storm water systems, new impervious areas, drainage, etc.)
 - b. Copy of the recorded "Storm Water Management and Discharge Control Maintenance Agreement" at the County of Imperial Recorder's Office.