



City of San Clemente Engineering Division

Information Required Prior to Engineering Release

Information Required Before Rough Grade is Released:

1. A licensed land surveyor depicting property lines and corners, proposed improvements and blue-top elevation(s) shall adequately stake the site. Line and grade certifications shall be furnished only by the Engineer of Record. No structure shall encroach into the Right of Way.
2. Wet stamped original certifications are required from the civil engineer, soil engineer and others under sub-article 14 of the City of San Clemente Grading Manual. Faxes or copies are unacceptable.
3. A written statement from the grading contractor describing the volume of excavation and fill (cut, fill, remedial and total) moved on the project. "Fire Ant Free" certifications are required for imported fill.
4. Inspection of site and submission of items #1, 2, 3 above and #5 below to engineering inspector.
5. Some hillside or unusual lots may require special consideration and/or documentation for a grading release to acquire the building permit. Please review such unique conditions including course of construction issues with the engineering inspector during the pre-grade meeting.

Minimum Items Needed/Completed Prior to Engineering Final Release:

1. Request preliminary engineering inspection at least two weeks prior to project completion. All work on the job site is to be completed per the final approved plans for final release.
2. The owner is responsible for leaving all adjacent improvements in the same or better condition as they were prior to the commencement of grading and construction.
3. All slopes are to be planted with drought resistant plants. A 100-foot buffer zone is required per fire Code. Non-established slopes will require erosion control devices and/or matting per inspector.
4. All excess dirt, trash and construction debris is required to be removed from site.
5. Final grade is to be compacted to minimum ninety percent (90%).
6. Any walls or drop off's more than thirty inches (30") high will require fencing or safety railings.
7. All area drains are to be operational. Roofs must be guttered and downspouted into a private drainage system and/or discharge onto a non-erodible surface carrying to a public drainage device.
8. No water may drain onto an adjoining property.

9. All valves & underground utility markings are to be inscribed in curb face.
10. All utility mark out graffiti is to be eradicated.
11. Submission of a final soil report, final engineering certification and any other reports, letters or certifications and any other work as required by the engineering inspector and/or City Engineer is to be completed.
12. Final engineering inspection and sign-off shall be obtained only after all other departments, except the Building Department, have signed off on the building inspection card.