TO: Design Civil Engineers and Architects
FROM: Grading Inspection
SUBJECT: Required Form for Rough or Final Grade Certification

The following form letter contains the elements considered necessary for compliance with the substance and intent of the Grading and Excavation Code's procedures for rough or final grade certification. Accordingly, substantial conformance with this form letter is required for grade approval. The purpose is to achieve compliance/uniformity.

Please retype this letter on your company's letterhead including the appropriate paragraph for either Rough or Final Grading Certification.

____________________________________________________________________________

CIVIL ENGINEER'S (ARCHITECT'S) LETTER HEAD

County of Orange
OC Public Works
1152 E Fruit St., Building #1
Santa Ana, CA 92701

Attention: ____________________________________________, District Grading Inspector

Subject: Civil Engineer's (Architect's) Grading Certification

Reference Project: Grading Permit No. ____________________________
Address _______________________________________________________
Tract No. _____________ Lot (s) ______________, inclusive
Permitted Yardage: Cut _______ yr3; Fill _______ yr3

[Signature]

I hereby approve the rough grading for the referenced project in accordance with my responsibilities under the Orange County Grading and Excavation Code. Rough grading has been completed substantially in conformance with the approved grading plan which includes: Line and grade for all engineered drainage devices (graded and ready for paving or construction), staking of property corners for proper building location, location and inclination of all slopes, and construction of earthen berms and positive building pad drainage. (All exceptions must be noted.)

The volume of earth materials moved by cut and/or fill grading (agrees)/(does not agree) with the permitted yardage stated on the grading plan. The revised volumes of material moved are: Cut ___ yr³ natural fill ___ yr³ borrow ___ yr³.

OR

I hereby approve the final grading for the referenced project in accordance with my responsibilities under the Orange County Grading and Excavation Code. Final grading has been completed substantially in conformance with the approved grading plan which include: Completion of all engineering drainage devices and retaining walls, setting of all monuments in accordance with the recorded tract map, location and inclination of all manufactured slopes, and construction of earthen berms and positive building pad drainage. (All exceptions must be noted.)

All structures constructed on property corners or property lines, and where monumentation is not required, have been located in compliance with the approved plot plan.

_____________________________      (R.C.E. # ____________________________)     (A.I.A. # ____________________________)

Signature

300 N. Flower Street, Santa Ana, CA 92703
P.O. Box 4048, Santa Ana, CA 92702-4048
Revised 10/2015

www.ocpublicworks.com
P:714.667.8888 I F: 714.667.7575
ocpCustomerCare@ocpw.ocgov.com