



## **CITY OF SAN MARCOS ENGINEERING DIVISION**

## **AN APPLICANT'S GUIDE TO PROCEDURES FOR:**

### **STOCKPILE PERMIT PROCEDURE**

1 Civic Center Dr., San Marcos, CA 92069-2918 (760) 744-1050 FAX (760) 591-4135

1. Submit three (3) blueline prints of stockpile plans and erosion control plans per the City's Grading Plan Standards (see "Grading Plan Check List" handout) showing earthwork quantity, material type, stockpile location, its final permanent location and any time limitation.
2. Submit a geotechnical report approved by a certified geotechnical engineer which indicates that stockpiled material compaction is suitable for erosion control.
3. Complete permit application.
4. Pay grading permit and inspection fees based upon the current Development Services Department Fee Schedule.
5. Submit the City's Letter of Responsibility form (see page 2) signed by the owner which states that he will accept full responsibility for the compaction and erosion of stockpiled material.
6. Post a grading/stockpile bond based on 90% of the approved Engineer's cost estimate. Use unit prices from the City's "Unit Prices for Bond Purposes (revised 2002)" handout.
7. Deposit cash or cashier's check in the amount of 10% of the approved Engineer's cost estimate to Development Services Department refundable deposit account for the purposes of emergency erosion control (reputable bank drafts are accepted subject to City Engineer and City Finance Director approval).
8. Complete the City's Stockpile Agreement to accompany bond.
9. Upon final review by City Engineer, submit photo mylars of stockpile plans to the Development Services Department. "Stickybacks" nor ammonia mylars are acceptable.
10. Prior to permit issuance, submit 3 sets of blueline prints of approved plans with 2 copies of 1) the approved Engineer's cost estimate; 2) the bond; and 3) the agreement for the Public Works Inspectors Package.
11. Contact the Public Works Department at (760) 752-7550 48 hours prior to commencing work.

## LETTER OF RESPONSIBILITY

This letter of responsibility applies to the stockpiled material at \_\_\_\_\_.

Assessors Parcel Number: \_\_\_\_\_

As owner of this property, I accept full responsibility for any stockpiled material within my property boundary. This responsibility includes any damages or inconveniences which arise from inadequate erosion control or from grading and compaction which does not conform to the current City Grading Ordinance.

\_\_\_\_\_  
Owner's Signature

\_\_\_\_\_  
Date

AGREEMENT REGARDING GRADING/STOCKPILING

DATE OF AGREEMENT: \_\_\_\_\_

NAME OF DEVELOPER: \_\_\_\_\_

NAME OF DEVELOPMENT: \_\_\_\_\_

DEVELOPMENT RESOLUTION OF APPROVAL NO: \_\_\_\_\_

GRADING PLAN NO.: \_\_\_\_\_ STOCKPILE PLAN: \_\_\_\_\_ PERMIT NO.: \_\_\_\_\_

SURETY: \_\_\_\_\_

BOND NO.: \_\_\_\_\_ CASH RECEIPT NO.: \_\_\_\_\_

This agreement is made and entered into by and between the City of San Marcos, California and the Developer.

Developer has requested approval to:

\_\_\_\_\_  
\_\_\_\_\_

Developer agrees to:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

As security for ensuring completion of Developer's obligation, Developer agrees to provide security in the amount of:

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_  
Developer

CITY OF SAN MARCOS

By: \_\_\_\_\_  
Paul Malone, City Manager

\_\_\_\_\_  
Developer

ATTEST:

\_\_\_\_\_  
Susie Vasquez, City Clerk

(Prior notarization of  
signature required and  
shall be attached)

\_\_\_\_\_  
AGENCY

\_\_\_\_\_  
ADDRESS

\_\_\_\_\_  
SUBDIVISION

No. \_\_\_\_\_ Premium \_\_\_\_\_

GRADING BOND FOR FAITHFUL PERFORMANCE  
CITY OF SAN MARCOS

KNOW ALL MEN BY THESE PRESENTS: That we \_\_\_\_\_  
as Principal, and \_\_\_\_\_  
Surety, are held firmly bound unto the City of San Marcos in the sum of \_\_\_\_\_  
Dollars (\$\_\_\_\_\_) lawful money of the United States, for the payment of which sum well and truly to be made, we  
bind ourselves, jointly and severally by these presents.

The condition of the foregoing obligation is such that whereas said principal is about to enter into a written  
contract dated \_\_\_\_\_ and is required to construct certain improvements as shown on the Grading Plan  
accompanying the Subdivision Agreement which plan is made a part of said Agreement and which improvements are:

\_\_\_\_\_

and is required by said City to post this bond to guarantee completion of said improvements as required by Grading  
Ordinance No. 90-846.

NOW, THEREFORE, if the said Principal shall well and truly do and perform all of the covenants and  
obligations of said permit on his part to be done and performed at the times and in the manner specified herein, then  
this obligation shall be null and void; otherwise, it shall be and remain in full force and effect.

IN WITNESS WHEREOF, the said principal and Surety have executed this instrument this \_\_\_\_ day of  
\_\_\_\_\_, 20\_\_.

NOTES:

1. If Owner is a corporation, this agree-  
ment shall be signed by the President  
and Secretary of the corporation or by  
officers duly authorized to bind the  
corporation and a certified copy of  
their authority shall be furnished  
by the corporation and attached to this  
agreement
2. If Owner is a partnership, a general  
or managing partner must execute this  
agreement on behalf of such partnership.
3. If Owner is an individual or  
individuals, all Owners must sign.
4. Capacity of persons signing shall be  
shown below their signatures.
5. Attach proper acknowledgments for  
all signatures.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Principal

\_\_\_\_\_  
\_\_\_\_\_

\_\_\_\_\_

Surety