



City of Adelanto

Development of Public Works Engineering

Land Disturbance Permit (LDP)

INSTRUCTIONS TO APPLICANT

This permit is required for the Land Disturbance of all areas over one (1) acre. The applicant must complete the attached form as prescribed, and all of the following information must be attached before it can be accepted for filing and processing by the Department of Public Works Engineering.

- a) Application fee of \$45 – Checks shall be made payable to City of Adelanto.
- b) Application processing time is Two (2) Business Weeks/Fourteen (14) Business days – Processing time does not include weekends, City Holidays, alternating closed Fridays, or any other day that City Hall is closed.
- c) Prior to the Issuance of the permit – the following items are needed to assure compliance Local, State, and Federal Regulations, Include a copy of the following with the application:
 1. **Proof of Environmental Clearance** -A copy of the Fish & Game **Grading Concurrence letter**;
 2. **WDID from the SWRCB** –Proof of A Notice of Intent (NOI) must be filed with the State Water Resources Control Board (SWRCB) for Construction Activities Storm Water General Permit (General Permit);
 3. **Joshua Tree Site Survey** –Survey must be completed and all trees identified for saving must be transplanted or a plan must be in place for transplant.
 4. **Wind Erosion Protection Plan** –A detailed plan/ Report describing how the project will protect the site from wind erosion must be submitted along with the application for review prior to approval of the permit.
- d) All Sections of this application must be fully filled out and signed: Including the **Application and applicant's section of the Land Disturbance Permit.**

ADDITIONAL INFORMATION TO THE APPLICANT

Due to all the new Federal and State Regulations, this Permit has become necessary as a review process to assure compliance with the regulations. These regulations apply on all Disturbances of lands over one (1) acre.

The WDID from the SWRCB, obtained once a Notice of Intent (NOI) is filed with the State Water Resources Control Board (SWRCB) for Construction Activities Storm Water General

Permit (General Permit) is required to assure that the NOI is filed. This is a State requirement in response to the Federal Environmental Law; fines for non-compliance from the Federal Government are \$32,000 for every day out of compliance and \$10,000 per day from the State for every day out of compliance. The General Permit is needed for all land disturbances including clearing and grubbing resulting in removal or disturbance of root systems of vegetation, stockpiling, and excavation/borrowing onsite.

Stockpiling, Excavating and Borrowing:

When applying for a permit that includes Stockpiling, Excavating or Borrowing the city will require a deposit to be made for the cost of the removal of or replacement of disturbed areas. This deposit will be kept if the project fails to move forward before the expiration date of the permit and the site is not returned to acceptable conditions.

Processing Costs:

The City operates on the basis of full cost recovery for the processing of engineering projects. Deposits made at the time of application are projected to be sufficient for the processing of the application; however, additional deposits may be required to cover the costs for the project. If at any time deposits are insufficient to cover the projected costs, processing of the project will be stopped until sufficient additional funds are deposited with the city. Lack of sufficient funds on deposit will suspend any required processing time frames.

Procedure by the Development Services Departments

The City of Adelanto Department of Engineering is located at 11600 Air Expressway, P.O. Box 10, Adelanto, CA 92301, (760) 246 –2300 x 3025, FAX (760) 246 – 3406. Application received after 11:00 am shall be considered received on the following business day.

Department staff shall:

1. Time Stamp the Application if Complete
2. Login the Application in to the Department's Master Application Log
3. Assign a case number
4. Receipt the Applicant a copy of the application, with case number, and monies received.
5. Public Works Engineering Department shall review the application and the supporting documents and prepare the Permit.
6. Public Works Engineering Department shall contact the applicant when the permit has been issued.

CASE NO. _____

DATE FILED

Application Processing: \$45.00
 Stockpiling Deposit: _____
 Excavation Deposit: _____
 Borrowing Deposit: _____
Total Due: \$ _____

Total Paid _____ Receipt No. _____

-----City Use Only Above this Line-----

Name of Applicant/Property Owner		Phone
Address		
City	State	Zip Code
Name of Agent		Phone
Address		
City	State	Zip Code

Assessors Parcel Number (APN) _____ and Tract Number - Lot Number _____

OR

The EXACT legal description of said property is: (the legal description may be given as tract lots, including Section, Township, and Range, or it may be described by metes and bounds with a point of beginning that can be identified on the City Engineer's maps).

Number of Acres to be disturbed: _____

Have the Joshua Trees been transplanted: ___ yes ___ no -Describe plan for Transplantation and location: _____

Types of activities to be covered by the permit:

___ Clearing ___ Grubbing ___ Stockpiling ___ Excavation ___ Borrowing ___

Other _____

Project Tracking Number Certification: I hereby certify that I understand the information regarding deposits for processing costs, the submittal requirements and agree to the city's application processing time schedule, included with this application and that the information furnished above and in any attached documents are true and correct.

Applicants Signature Date

Applicants Printed Name

Note this permit does not permit mass grading or earthwork.



City of Adelanto
 11600 Air Expressway
 Adelanto, California
 92301
 (760) 246 – 2300

LAND DISTURBANCE PERMIT

Public Works Engineering Department No. _____

Project Address _____
 A.P.N. _____ Zoning _____ C.U.P. _____ L.D.P. _____
 Acreage _____ Location _____

Owner _____ Telephone Number _____
 Address _____ City, State _____ Zip Code _____

Contractor _____ Telephone Number _____
 License No. _____ License Class _____
 Address _____ City, State _____ Zip Code _____
 Architect or Engineer _____ Telephone No. _____
 Address _____ City, State _____ Zip Code _____

Workers Compensation Declaration

I hereby affirm that I have a certificate of consent to self insure or a certificate of Workers Compensation Ins., or a certified copy thereof (Sec 3800, Lab C.)
 Policy No. _____ Company _____
 Date _____ Owner:

Certificate of Exemption from Workers Compensation Insurance

I certify that in the performance of the work for which this permit is issued, I shall not employ any person in any manner so as to become subject to Worker Compensation Laws.

Licensed Contractors Declaration

I hereby affirm that the contractor being used is licensed under provisions of Chapter 9 (commencing with Section 7000) at Division 3 of the Business and Professions Code and that the license is in full force and effect.

Lic. No. _____ Lic. Class _____
 Contractor _____ Date _____

The Owner Agrees that he shall assume sole and complete responsibility for job site conditions during the course of construction of this project, including safety of all persons and property; that this requirement shall apply continuously and not be limited to normal working hours; and that the Owner shall defend, indemnify and hold the City of Adelanto harmless from any and all liability, real or alleged, in connection with the performance of work on this project.

Note this permit does not permit mass grading or earthwork.

Owner or Owner Representative Signature _____ Date _____

CITY STAFF SECTION REQUIREMENTS	ACTIVITIES ALLOWED BY THIS PERMIT	
<u>Fish & Game Grading Concurrence letter</u> Date Issued: _____ Date Expires: _____ <u>State Water Resources Control Board's (SWRCB) Construction Activities Storm Water General Permit (General Permit)</u> WDID: _____ <u>City of Adelanto's Joshua Tree Site Survey</u> Survey Date: _____ Optional Deposit Required _____		
	Approval	Expiration
Clearing		
Grubbing		
Stockpiling		
Excavation/Borrowing		
Reconstruction of Existing Facilities Involving Removal and Replacement		

Land Disturbance Permit Issued _____
 Engineering Dept Signature _____ Date _____