



**MONTEREY COUNTY RESOURCE MANAGEMENT AGENCY
BUILDING SERVICES DEPARTMENT
(831) 755-5027**

PRE-SITE INSPECTION

A pre-site inspection is performed by the grading inspector to determine if a grading permit or other ancillary permits are required. The grading inspector also reviews the site topography to determine if unusual site conditions exist.

SITE CHECK LIST - GRADING INSPECTOR

1. Verify that project site is indicated clearly on plans.
2. Verify that corners of proposed development are staked.
3. Check local topography, grades of slopes for proposed development.
4. Check erosion, grading and drainage issues for potential hazards.
5. Check for any land movements, slough and rolls, etc.
6. Check to see if retaining walls are required.
7. Check for stockpiling, soil import/export greater than one hundred (100) cubic yards.
8. Determine if a grading permit is required.

REQUIRED - PRESITE INSPECTION

1. All new structures excluding sheds and similar structures over four hundred (400) square feet.
2. Additions greater than five hundred (500) square feet construction requiring an exterior foundation.
3. Any new construction or additions on slopes exceeding thirty (30) percent.
4. Grading permits moving more than one hundred (100) cubic yards.
5. Code enforcement cases that involve grading violations.

EXEMPTED - PRESITE INSPECTION

1. Sheds, arbors, trellis and similar structures under four hundred (400) square feet.
2. Second story additions.
3. Additions under five hundred (500) square feet and not on a slope greater than thirty (30) percent.
4. Garages under four hundred (400) square feet.
5. Commercial tenant improvements.
6. Remodels, commercial or residential.
7. Over the counter driveway permits moving less than one hundred (100) cubic yards of earth.
8. Electrical, mechanical and plumbing permits.
9. Renewing of expired building and grading permits.
10. Code enforcement cases not involving grading issues.