



PLEASE SUBMIT TO:
Presidio Trust Permitting Office
BuildingPermits@presidiotrust.gov

PLANNING REVIEW

N² • DESIGN REVIEW • PERMITTING

GRADING PERMIT APPLICATION

A Grading Permit is required for projects causing significant land disturbance by changing the topography of a property within Area B or potentially impacted (in the opinion of the Trust) by changes to a property proximal to a boundary. Examples include, but are not limited to, removing and/or depositing soil, relocating surface materials, surcharging erosion control by cut and fill slopes, drainage, terracing, etc.

CONTACT & OFFICE HOURS

Presidio Trust Permitting Office
103 Montgomery St., 3rd Floor, San Francisco Presidio, CA 94129
Headquarters: 1750 Lincoln Blvd., San Francisco Presidio, CA 94129

OFFICE HOURS: T/Th: 9-11am
Self Drop-off/Pick-up: Blue Box at 103 Montgomery back porch
Call, text, or email for assistance

PERMITTING EMAIL: BuildingPermits@presidiotrust.gov
PERMITTING ADMINISTRATOR: 415-471-7249
PERMITTING MANAGER: 415-589-0084

TO BE COMPLETED BY PERMITTING ADMINISTRATOR	PROJECT #: RECEIVED BY:	WORK ORDER #: RECEIVED DATE:
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SECTION 1: APPLICANT INFORMATION

APPLICATION DATE:	PRESIDIO PM/TDR:
APPLICANT/CONTRACTOR NAME:	PRESIDIO PM/TDR NUMBER:
APPLICANT PHONE NUMBER:	PRESIDIO PM/TDR EMAIL:
APPLICANT EMAIL ADDRESS:	SITE CONTACT NAME:
COMPANY NAME:	SITE PHONE NUMBER:
COMPANY ADDRESS:	SITE EMAIL ADDRESS:
CITY/STATE/ZIP CODE:	

SECTION 2: SCOPE OF WORK

PROJECT TITLE:
PROJECT LOCATION
(BUILDING # & STREET):
SCOPE OF WORK:

ESTIMATED START DATE: ESTIMATED COMPLETION DATE:
CONSTRUCTION COST:

SECTION 3: INSURANCE INFORMATION

3.0 GRADING PROJECTS

Certificate of Insurance: **Attach a copy**

Certificate Holder: **The Presidio Trust C/O River Rock & Presidio Workspaces**

Additional Insured: **The Presidio Trust, its officers, directors, and employees and the United States of America.**

3.1 WORKERS COMPENSATION

The Applicant shall have coverage under (A), or (B) designated below or shall indicate item (C), or (D), or (E), whichever is applicable. If however item (E) is checked, item (D) must be checked as well. Mark the appropriate method of compliance below:

I hereby affirm under penalty of perjury one of the following declarations:

- A.** I have and will maintain a certificate of consent to self-insure for workers’ compensation, as provided by Section 3700 of the California Labor Code, for the performance of the work for which this permit is issued.
- B.** I have and will maintain workers’ compensation insurance, as required by Section 3700 of the California Labor Code, for the performance of the work for which this permit is issued. My workers’ compensation insurance carrier and policy number are:

CARRIER:	POLICY NUMBER:	EXPIRATION DATE:
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- C.** The cost of the work to be done is \$100 or less.
- D.** 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 the workers’ compensation laws of California. I further acknowledge that I understand that in the event that I should become subject to the workers’ compensation provisions of the Labor Code of California and fail to comply forthwith with the provision of Section 3700 of the Labor Code that the permit herein applied for shall be deemed revoked.
- E.** I certify as the tenant (or the agent for the tenant) that in the performance of the work for which this permit is issued, I will employ a contractor who complies with the workers’ compensation laws of California and who, prior to the commencement of any work, will file a completed copy of this form with The Presidio Trust permit bureau.

3.2 COMMERCIAL LIABILITY INSURANCE

I hereby affirm under penalty of perjury one of the following declaration:

I have and will maintain liability insurance of the type required by The Presidio Trust as specified in the contract for the performance of the work for which this permit is issued.

CARRIER:	POLICY NUMBER:	EXPIRATION DATE:
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3.3 PROFESSIONAL LIABILITY INSURANCE

I hereby affirm under penalty of perjury one of the following declaration:

I have and will maintain liability insurance of the type required by The Presidio Trust as specified in the contract for the performance of the work for which this permit is issued.

CARRIER:	POLICY NUMBER:	EXPIRATION DATE:
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3.4 VEHICLE INSURANCE

CARRIER:	POLICY NUMBER:	EXPIRATION DATE:
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SECTION 4: INDEMNITY, WAIVER, CERTIFICATIONS AND ACKNOWLEDGEMENT

4.0 INDEMNITY CLAUSE AND WAIVER

By acceptance of a grading permit, permit Applicant agrees to indemnify, defend and hold the United States, the Presidio Trust, and its directors, officers, and employees harmless from and against any and all claims, damages, losses, liabilities and costs (including without limitation reasonable attorneys’ fees, expert witness expenses, litigation costs, and disbursements) relating in any manner, directly or indirectly, in whole or in part to: (a) any act or omission of Applicant or its officers, employees, agents, guests, invitees, licensees, consultants, contractors, or subcontractors, of any tier, including any failure by Applicant to perform under this grading permit in a timely and proper manner; or (b) any accident involving death or injury to any person or property occurring or other circumstances existing on or about the premises for which the permit is issued at any time during the term of the grading permit due to any cause whatsoever.

Applicant shall promptly assume its defense and indemnification obligations upon written notice from the Presidio Trust, which may participate in the defense of claim at its own expense. Applicant shall not settle any claim without the consent of the Presidio Trust or any other entity which would incur any liability for such claim under or following such settlement, which consent shall not be unreasonably withheld.

Applicant on behalf of itself, its officers, employees, agents, guests, invitees, licensees, and contractor(s) agrees that the Presidio Trust shall not be liable for, and applicant (on behalf of itself, its officers, employees, agents, guests, invitees, licensees, consultants, contractors or subcontractors of any tier) expressly assumes the risk of, and waives, releases and discharges the United States, the Presidio Trust, and its directors, officers, and employees from any and all claims, damages, losses, liabilities and costs (including, without limitation, reasonable attorney’s fees, expert witness expenses, litigation costs and disbursements) relating in any manner, directly or indirectly, in whole or in part, to: (a) any act or omission of the Presidio Trust or its directors, officers, employees, agents, guests, invitees, licensees, tenants, or contractors; or (b) any accident involving death or injury to any person or property occurring or other circumstances existing on or about the premises for which this permit is issued at any time during the term of this grading permit due to any cause whatsoever; provided, however, that this assumption of risk, waiver, release and discharge shall not apply to exempt anyone from responsibility for his own fraud, or willful injury to the person or property of another, or violation of law, whether willful or negligent.

The provision of this indemnification and release shall survive the expiration or earlier termination of this grading permit.

4.1 LICENSED CONTRACTOR’S DECLARATION:

If Applicant is a licensed contractor, the following shall apply:

I hereby affirm under penalty of perjury that I am licensed under provisions of chapter 9 (commencing with Section 7000) of Division 3 of the California Business and Professions Code and my license is in full force and effect.

LICENSE NUMBER:

LICENSE NAME:

LICENSE CLASS:

STATE ISSUED:

EXPIRATION DATE:

4.2 CERTIFICATION AND ACKNOWLEDGEMENT

I certify that I have read this Application and state that the above information is correct. I agree to comply with all terms and conditions of the Grading Permit and all applicable codes, laws and regulations relating to grading, and hereby authorize representatives of the Presidio Trust, to enter the permitted premises for purposes of inspecting any aspect of the grading. I acknowledge that no inspection performed or not performed by the Presidio Trust hereunder shall give or be deemed to give the Presidio Trust any responsibility or liability with respect to the work or the prosecution thereof or be deemed a waiver of any of permittee’s obligations hereunder or be construed as approval or acceptance of the work or the prosecution thereof or the design or grading of the permitted areas.

PERMIT APPLICANT SIGNATURE:

DATE:

SECTION 5: PROJECT FACT SHEET

PRESIDIO TRUST PROJECT CONTACT

NAME:

ADDRESS:

OFFICE #:

CELL #:

EMAIL:

PROJECT INFORMATION

DISTRICT/PLANNING AREA *(PLEASE CHECK ONE BOX ONLY)*

MAIN POST

CRISSY FIELD

LETTERMAN COMPLEX

FORT SCOTT

PUBLIC HEALTH SERVICE HOSPITAL

EAST HOUSING

SOUTH HILLS

GOLDEN GATE / FORT POINT

CAVALRY BOWL

OTHER:

ADDITIONAL GRADING CONDITIONS TO APPLICANT

1. A site map **MUST** accompany this application. It is to include utility impact locations.
2. Presidio Trust owned utility systems may be impacted by this work. These systems and conditions will be reviewed by the Utilities Project Manager 415-561-5305 for coordination and approval of the scope of work. A Construction Permit may be necessary. Compliance with Trust Municipal Standards is required.
3. All ground-breaking activity requires an excavation clearance permit from this office. A different application, procedure, and submittal procedure is required.
4. Where shoring, scaffolding, or additional support is required, this is a Means and Methods concern and is not reviewed by the Trust. The contractor must meet Federal OSHA requirements.
5. Due to the historical, archaeological and ecological sensitivity of the Presidio, this submittal may be reviewed by Trust resource specialists. Additional instructions may be issued with the permit.
6. Unexploded ordinance has been found within the Presidio. Please take all precautions and consult with the Trust's Environmental Health and Safety Officer at 415-561-4141.
7. Allow twenty (20) working days for this application to be processed. You will be contacted when the permit is ready.