



ALAMEDA COUNTY COMMUNITY DEVELOPMENT AGENCY  
P L A N N I N G   D E P A R T M E N T

**REGISTRATION OF SOIL IMPORTING**

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Agency Director

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www.acgov.org/cda

Soil Importing Submittal Date: \_\_\_\_\_ PLN Number: \_\_\_\_\_

**Property Owner Contact Information:**

Property Owner Name: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

Phone Number: \_\_\_\_\_ E-Mail: \_\_\_\_\_

**Fill Property Information:**

Project Address: \_\_\_\_\_

County Assessor's Parcel Number(s): \_\_\_\_\_

Parcel Size: \_\_\_\_\_

Zoning and General Plan: \_\_\_\_\_

**Soil Importing Tier:** \_\_\_\_\_

See Zoning Ordinance Sections 17.66.050 and 17.66.060 for definition. This Registration of Soil Importing only applies to those projects that are subject to the Zoning Ordinance Chapter 17.66 but do not need Administrative Conditional Use Permits or Conditional Use Permits.

**Agricultural Plan:**

Provide an Agricultural Plan, per Section 17.66.100 of the Zoning Ordinance, to include at a minimum:

Projected Fill Volume in Cubic Yards and by Weight: \_\_\_\_\_

Pay an administrative fee of \$1.29 per cubic yard for all Soil Imported: \_\_\_\_\_

Source(s) of Fill Material: \_\_\_\_\_

Project Start Date: \_\_\_\_\_ End Date: \_\_\_\_\_

Rate of Delivery (Truck Trips per Hour per Day): \_\_\_\_\_

Days per Week of Delivery: \_\_\_\_\_

Hours During Day of Delivery: \_\_\_\_\_

Detailed Project Description for the Agricultural use of the Property (use separate sheet as needed):

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

Detailed Description of Purpose of Soil Import (use separate sheet as needed): \_\_\_\_\_

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Provide drawings professionally drawn and dimensioned to scale: topographical site plans and topographical section drawings showing location of the Soil being imported, and to include quantities in cubic yards of fill area(s).

Provide drawings professionally drawn and dimensioned to scale addressing:

- a. the appropriate control and mitigation for drainage, erosion and sediment control during the Soil Import and implementation of the Agricultural Use; and
- b. the final slope gradient upon the completion of the Soil Import and implementation of the Agricultural Use and any phases thereof; and
- c. all lands affected by Soil Importing shall be revegetated for establishment of agriculture unless any such revegetation is determined by the Director to be technically infeasible or not beneficial with respect to the intent of Zoning Ordinance Chapter 17.66.

Provide map of delivery route to site from nearest highway, including drawn and written details of the improvements to be done at your property to remove traffic congestion.

Provide Other Information Required by Staff: \_\_\_\_\_

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**Property Owner Responsibilities:**

1. Any changes to the above shall be submitted for approval by the Planning Department before beginning the Soil Importing activity.
2. Failure to abide by the requirement, rules and regulations of the soil importing ordinance may result in fines, fees, and suspension or cessation of the project.
3. Prior to operations, all property owners Importing Soil subject to Zoning Ordinance Chapter 17.66 shall register with the Alameda County Community Development Agency, Planning Department, their intended Soil Importing activity, including providing an Agriculture Plan, and shall pay all administrative fees associated with the proposed Soil Import. Registration shall be in accordance with such forms and procedures as may be adopted by the Director.
4. Soil Import Documentation prepared or reviewed by a Qualified Professional in accordance with this chapter shall be stored for at least 5 years and shall be available for periodic review and audit by the County Planning Department at any time, up to four times per year.
5. Permittee shall Import Soil only in order to implement an Agricultural Use in accordance with an approved Agriculture Plan. Permittee shall ensure that the Agricultural Use is implemented in accordance with conditions of the permit, the Agriculture Plan, and Zoning Ordinance Chapter 17.66.

6. There shall be a maximum amount of Soil Import permitted per Lot. For tiers of Soil Import under Zoning Ordinance Sections 17.66.050 and 17.66.060 that do not require discretionary review, Soil Import per lot shall be limited to five years. After the fifth year of Soil Import, an Administrative Conditional Use Permit or Conditional Use Permit will be required for any amount of Soil Imported.
7. All projects shall comply with the California Environmental Quality Act.
8. The County Planning Department shall be the lead agency for any project requiring environmental review pursuant to the California Environmental Quality Act.
9. The property owner shall pay an administrative fee of \$1.29 per cubic yard for all Soil Imported to their lot. The quantity of Soil on which the administrative fee is based shall be the total volume of material projected for Import. The fee is payable prior to commencing Soil Import. For projects with phased implementation plans, the fee is payable prior to commencing the Soil Import for each phase. If the amount of Soil Imported differs from the amount projected, the property owner shall either be invoiced or refunded accordingly.
10. Performance Assurance Requirements shall be enforced. Financial security in a form and amount determined by the Director, shall be furnished to guarantee faithful performance of the work to be done under the terms of the Soil Import permit and Agriculture Plan or to guarantee reclamation and remediation of the affected property to pre-Soil Import conditions, in the event of failure by the Permittee to implement the terms of the conditions of the permit or of this chapter.
11. Cost estimates for the financial assurance shall be submitted to the Community Development Agency for review and approval prior to the permittee securing financial assurances. The amount of the financial assurance shall be based upon the estimated costs of implementing the Agriculture Plan or remediating the property to pre-Soil Import conditions.
12. If the Board of Zoning Adjustments, following a public hearing, determines that the property owner is financially incapable of implementing the Agriculture Plan or has abandoned its operations prior to implementation, the Planning Director shall:
  - a. Notify the property owner by personal service or certified mail that the County intends to take appropriate action to forfeit the financial assurance and specify the reasons for so doing.
  - b. Allow the property owner at least thirty (30) and up to sixty (60) days after notification to implement the Agriculture Plan.
  - c. Proceed to take appropriate action to require forfeiture of the financial assurance if the permittee does not comply with the provisions of Subsection 2.
  - d. Use the proceeds from the forfeited financial assurance to implement the Agricultural Use on the property or remediate the property to pre-Soil Import conditions. The property owner shall be responsible for the costs which are in excess of the proceeds from the forfeited financial assurance.

**Property Owner Certification:**

I certify, under penalty of perjury, that the above information regarding Soil Import on my property is true and I have read and understood the requirements of the Soil Importing Ordinance, Zoning Ordinance Chapter 17.66.

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Signature of Property Owner

Date