



# ROUGH GRADING CERTIFICATION

City of Lathrop  
Building Department

390 Towne Centre Drive – Lathrop, CA 95330  
Email: PermitOffice@ci.lathrop.ca.us  
Phone #: (209) 941-7270

## THE PURPOSE OF THIS HANDOUT IS TO CLARIFY THE ROUGH GRADING CERTIFICATION REQUIREMENTS

The City of Lathrop requires a California Licensed Professional Engineer to submit a wet-signed / electronically signed and stamped Rough Grade Certification **prior** to the issuance of a building permit. The required standard format for the Rough Grade Certification Letter is shown below:

Date  
Attention: Building Department  
City of Lathrop  
Building Department  
390 Towne Centre Dr  
Lathrop, CA 95330

RE: Project Name  
Project Address: Street, City CA ZIP  
Permit Number: 20XX-XXXX

To the Building Dept.,

This letter shall confirm that the above site has been graded in accordance with the approved grading plan, including location of property corners for proper building location, completion of retaining walls, location and slope ratio for all manufactured slopes, construction of earthen berms, installation of all drainage devices shown on the approved grading plans, location and elevation of building pads and positive building pad drainage. The placement of the building pad and the pad elevation as shown below are in conformance with grading plans as approved by the City of Lathrop.

A field inspection has been performed and shows that the pad has been graded to be in conformance with the plans as follows:

	Pad Elevation	
As-Built Elevation		Approved Plan Elevation
755.2		755.2

The pad elevation and the pad placement fall within the standards of care for grading practices and tolerances. The grading is suitable for building construction as related to the preceding items.

Sincerely,

**(The licensed profession is to stamp and wet-sign / Electronically Sign the letter)**

**Rough Grade Certification Letters that do not meet this format will be rejected. Please note that both the approved plan elevation and the as-built elevation must be shown on the Rough Grade Certification Letter. Any deviation of more than plus or minus 0.1 feet must be justified by the Engineer-Of-Record. Deviations from the plan may be described as part of the Rough Grade Certification. The City may require an as-built drawing to be included in order to clarify any discrepancies.**