



# City of Encinitas

## Engineering Department

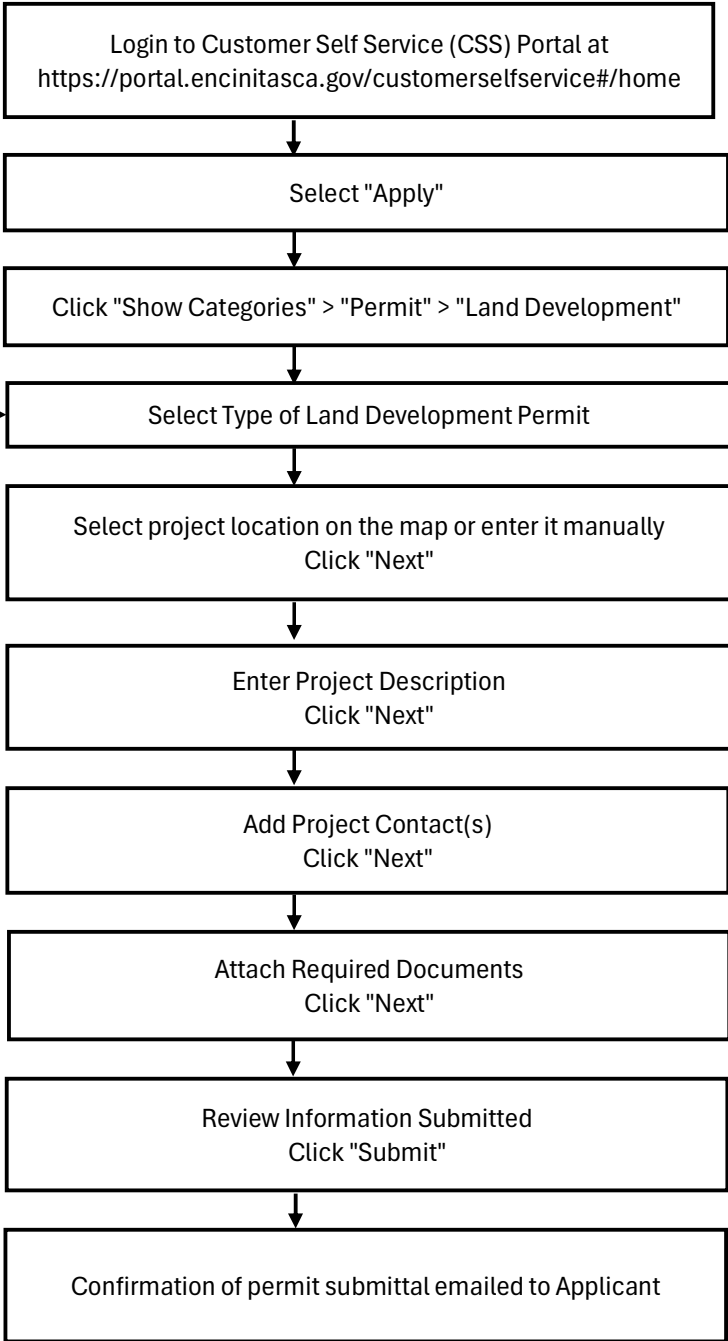
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# SUBMITTING LAND DEVELOPMENT PERMITS ON THE CUSTOMER SELF SERVICE PORTAL (CSS)

**CSS Land Development Permits:**

- Grading
- Hardscape
- Public Improvement
- Rough Grading
- Simplified Grading
- Simplified Public Improvement

See below for permit descriptions.



**Permit Types:**Grading

Permit required when the total earthwork quantity is greater than 50 cubic yards. Earthwork quantity is calculated as CUT + FILL + REMEDIAL.

Hardscape

Permit required for the construction of pervious or non-pervious durable surface materials.

Public Improvement

Permit required to construct public improvements in the public right-of-way such as roads, curb, gutter, sewer, stormdrain, water, etc.

Rough Grading

Permit required to construct the grade to within 0.2 feet of finish grades of the approved plan.

Simplified Grading

Permit authorized if the proposed grading is between 50 and 250 cubic yards; the slopes are not more than six feet high; there are no environmentally sensitive areas, floodplain, floodway, coastland or inland bluffs, geologic or slope problems, or drainage issues; a discretionary permit is not required; public improvements are not proposed; and major drainage improvements are not proposed.

Simplified Public Improvement

Permit required to construct minor public improvements in the public right-of-way. Use of this permit requires pre-approval by Land Development Engineering. Email [developmenteng@encinitasca.gov](mailto:developmenteng@encinitasca.gov) or call 760-633-2706.

**Frequently Asked Questions:**

**How do I log into the Customer Self Service (CSS) Portal?**

Access CSS here: <https://portal.encinitasca.gov/CustomerSelfService#/home>

**How do I apply for the different permits?**

CSS guides are found here: <https://www.encinitasca.gov/government/departments/css-guides>

**Informational Guides:**

[https://myencinitas.encinitasca.gov/map/  
Engineering Plan Index Viewer](https://myencinitas.encinitasca.gov/map/EngineeringPlanIndexViewer)