

GRADING PLAN CHECK LIST

DPW Minor Grading Plans

The following items must be added, changed or clarified on the plans in order for the proposed grading to be in compliance with the County Grading Ordinance.

RETURN THIS CORRECTION LIST WITH THE CORRECTED PLANS

If new plans are provided when resubmitting, return at least one copy of the original stamped and checked set.

OWNER: _____ PLAN FILE NO. _____

SITE ADDRESS: _____

BEFORE THE GRADING PERMIT WILL BE ISSUED, ALL OF THE ITEMS CIRCLED BELOW MUST BE CORRECTED. ALL PLANS MUST BE PREPARED ON THE 24" x 36" COUNTY MINOR GRADING PLAN TEMPLATE AND DRAWN TO SCALE.

- () 1. **Major grading plans must be submitted to the Department of Public Works:** If the proposed grading exceeds the scope of the minor grading permit. Section 87.206c of the San Diego County Code allows the Director of the Department of Public Works to decline issuing a grading permit for any reason deemed appropriate. The DPW will not process a minor grading permit for the following reason(s):
 - a. The grading exceeds 5,000 cubic yards of soil.
 - b. The vertical height of cut or fill slope will exceed 25 feet measured vertically from toe of slope to top of slope.
 - c. The grading plans are not stamped and signed by a registered civil engineer.
 - d. The grading is not confined to a single lot or adjacent lots under the same ownership, or within an access easement serving such lot.
 - e. The grading is not incidental to the construction of a dwelling or accessory buildings.
 - f. The grading involves the creation of multiple pads where there are not proposed buildings.
 - g. The grading will be on, or across, or affect a surface water body serving a drainage area of 25 acres or more and involves more than just a driveway crossing.
 - h. The complexity of grading operations, potential conflict with existing or proposed easements, drainage or storm water issues, unusual soil types, or potential existence of any of the circumstances requiring denial under Section 87.206(c) make it more appropriate for the application to be submitted as Major Grading under section 87.208.
 - i. The grading does not meet the requirements of minor grading Section 87.206 San Diego County Grading Ordinance. See page 5 for description.
- () 2. A \$ 500.00 investigation fee is required for grading which has been started before a grading permit was issued. (Section 87.307)
- () 3. Property owner must read and sign the Property Owner Certification Box and the Property Owner Information Box on the County Minor Grading Plan Template.
- () 4. Provide legend on plans explaining all symbols and abbreviations.
- () 5. Grading plans must be prepared by a Civil Engineer registered to practice in California.

- () 6. The Civil Engineer who prepared the plans must complete the Engineer of Work Box on the plans and shall also stamp and wet sign the plans.
- () 7. The graded area must be drawn at a minimum scale of 1": 40'. For large parcels it is acceptable to provide a detailed drawing for the graded area and a reduced scale drawing of the entire parcel that shows that it exactly matches the building plot plan and legal lot description.
- () 8. Include a vicinity map on the plans.
- () 9. Show original ground contours.
- () 10. Show all property lines and easements on plans. Verify they match those shown on legal lot documents.
- () 11. Show proposed contours.
- () 12. Show proposed elevations.
- () 13. Show dimensions from the edge of the building pad to the foundation of the dwelling or other structures.
- () 14. Show finished floor elevations.
- () 15. Show how lot will drain. 1% minimum slope required. Concentrating flow on adjacent property is prohibited.
- () 16. Show a brow ditch located at the top of cut slopes. Provide a detail with dimensions or attach County Standard detail. (See note 7 on the County Template.)
- () 17. Show a berm located at the top of fill slopes. Provide a detail with dimensions or attach County Standard detail. (See note 7 on the County Template.)
- () 18. Specify proposed slope ratio of cut and fill slopes. (See note 9 on the County Template.)
- () 19. Show dimension from top of each cut slope to the nearest property line. The minimum distance is 3' up to 15' of height, higher slopes require 5' minimum.
- () 20. Show dimension from toe of each fill slope to the nearest property line. The minimum distance is 1'-6" up to 15' height, higher slopes require 3' minimum.
- () 21. If retaining walls are required they must match regional standard drawing and provisions for drainage behind the retaining wall area are to be shown on the grading plan. Walls shown on these plans do not meet this requirement.
- () 22. The volume of earthwork appears to be different from that shown on the application. Earthwork volume calculations must include all grading on site, including driveways. Provide calculations stamped and signed by a professional land surveyor or a registered civil engineer or architect.

- () 23. The grading is not a balanced job, as shown. Show what will be done with the excess or shortage. All imported material shall be obtained from a designated legal site and excess disposed of at an identified legal site. Legal site must be documented by providing an address, assessors parcel number or county permit number.
- () 24. Prior to issuance of the permit, you must submit a letter from an engineering firm stating that they have been retained for testing and certification of your grading. The letter must state that the engineer understands that the first certification occurs when the keyway is prepared to receive fill and the second is done by completing the Minor Grading Certification Form (DPLU #73) prior to rough grading approval by the County.
- () 25. Submit drainage calculations by a registered civil engineer.
- () 26. The plans shall show the location of any building or structure on the site where the work is to be performed and the location of any building or structure on adjacent property that is within 15 feet of the site (Section 87.206(a)15(cc)).
- () 27. Project clearance on A) Flood _____
B) Watercourse _____
- () 28. Grading for _____ is not included in the scope of this permit. Please provide documentation that this grading is permitted by the Department of Public Works.
- () 29. Septic approval – Department of Environmental Health, Land Use Division.
- () 30. Show driveway grades and transition grade from street to driveway. Driveway grades exceeding 10% shall be surfaced with asphalt concrete or Portland cement concrete prior to building final inspection. Concrete driveways are not permitted in the County right-of-way unless there is an existing concrete curb. Maximum driveway grade allowed is 20%. In addition see number 31, Fire Department Approval. New driveway construction requires a separate permit for work within the public right-of-way.
- () 31. Fire Department approval is required if any of the following occurs:
 - a. Driveways less than 16' wide or the farthest exterior wall of the first story is located more than 150' from the road.
 - b. Grades greater than 15%.
 - c. Angle of approach (transition grade from street to driveway) is greater than 7 degrees or 12%.
- () 32. Provide water district approval. If you have a well, show its location on the Grading Plan.
- () 33. The County Stormwater Management Plan, (Form LUEG:SW Revised 3/5/03 CW) must be completed and signed by the owner. Clearly indicate on the form all Best Management Practices (BMP's) that will be used on your project.

() 34. Show Erosion Control BMP's on plans. Specify which BMP's will be implemented by cross-referencing to form LUEG:SW or provide details on the plans. All areas disturbed by clearing operations must be stabilized and protected. (The County of San Diego will not accept tracking, mulch, hydro-seeding without watering, or jute matting as the means to protect exposed slopes from erosion.) Specify the BMP's proposed for each of the following areas:

- Step 1. Erosion control for graded slopes
- Step 2. Erosion control for graded flat areas
- Step 3. Velocity reduction
- Step 4. Sediment control
- Step 5. Preventing offsite tracking of sediments
- Step 6. General site management

() 35. Note on the Plans: "Regardless of which BMP's are implemented the face of all cut and fill slopes in excess of 3' vertical height shall be planted and maintained with a ground cover or other planting to protect the slopes against erosion and instability." Planting shall commence as soon as slopes are completed. All planting must have a permanently installed irrigation system.

() 36. Calculate and clearly delineate all disturbed areas on the grading plan. In addition to the graded area, the disturbed area also includes any land cleared of vegetation such as driveways, leach fields, etc. If one (1) acre or more provide the WDID # _____ (Waste Discharge Identification Number).

() 37. Owner must complete and sign the Right of Entry form.

NOTES & OTHER CORRECTIONS:

- Plans are incomplete. Correct plans and resubmit addressing plan check comments.
- Call the Plan Checker listed below for an appointment.
- Resubmit corrected plans for recheck.
- Plans are recommended for approval.

Checked by: _____ Phone: _____ Date: _____

The Grading Plan Checker office schedule is as follows:

Land Development Section at 5201 Ruffin Road, San Diego, 92123,
Phone Availability: 8:00 am -- 4:00 pm