



GRADING PLAN CHECKLIST

PROJECT NAME _____ PLAN CHECKER _____ DATE _____

	1 ST Check	2 nd Check	3 rd Check	Mylars	Comments
I. ALL SHEETS					
A. Medium					
1. 24"x36" size Mylar film conforming to City format					
2. No "sticky back", glued or taped on sections					
3. Drawn with waterproof ink or reproduced on photographic emulsion Mylar film, no Diazo or Zerographic copies					
B. Signed by the Engineer-of- Work, date of expiration of registration adjacent to signature					
C. Marked with the name, address and telephone number of the firm preparing the plans and date of preparation					
D. Consecutively numbered & the total number of sheets					
E. Lettered in a neat and legible style, no hand lettering smaller than 1/8" and no machine letter smaller than 1/0"					
F. Name and phase of development					
G. City benchmark identification, location and elevation noted					
H. Basis of bearing provided					
I. Prepared to appropriate scale(s)					
J. Scale noted. North arrow & bar scale					
K. Use standard plans and details to maximum extent					

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L. Clearly designate between existing conditions and work proposed					
M. No duplication of any section or detail designation					
II. TITLE SHEET					
A. General Notes provided					
B. Additional notes are designated as "Special Notes"					
C. Index Map					
1. Scale is 1" = 100' or 1" = 500'					
2. Sheet coverage shown					
3. Located on Title Sheet					
4. Street Names shown					
D. Vicinity Map					
1. Orient north as on key map					
2. Arterial streets shown					
3. Project boundary street shown					
E. Legend					
1. Symbols per City standards					
2. Non-standard symbols and abbreviations used are listed and described					
F. Approval block for City Engineer contains approval statement					
G. Standard Title block					
H. Owners/Developers name and address shown					
I. Separate written justification for deviations provided					

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J. Quantity estimates provided and broken out between public and private					
III. GRADING PLANS					
A. Scale clearly conveys required information without crowding 1" = 40' maximum					
B. Grading limits, property/tract boundary, phase boundaries, lot boundaries, lot numbers shown					
C. Yardage figures: cut, fill, import/export shown					
D. % grade and flow line arrows shown in streets, cul-de-sacs and knuckles.					
E. TC elevations at GB, BCR, ECR, VC, EC, BVCR, ECVR					
F. Vertical curve called out					
G. FL elevations for cross gutter intersections provided					
H. Existing contours shown at 1' intervals (2' if natural slopes exceed 10%) and screened to background; 100' beyond construction boundary					
I. Pad elevation and finished floor elevations shown					
J. Lot swale with H.P. labeled and elevations provided, 1% minimum slope					
K. Typical lot grading and sections show:					
1. Slope from pad to swale at 2% minimum, 21% maximum					
2. Slope from property line to swale at 2% minimum, 2:1 maximum					
3. Distance from pad to swale 3' minimum at the side					
4. Swale 6" minimum below side property line					
5. Minimum distance from pad to property line					
6. Screen walls					

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7. Elevations at back of lot on typical lot grading or provided for each lot on the plan					
L. Slope setbacks per Chapter 18 and Appendix Chapter 33 of UBC					
M. Maximum slopes at 2:1 unless approved by soils engineer					
N. Slopes clearly designated with degree of slope shown					
O. No sheet flow drainage allowed over manufactured slopes exceeding 10% except in approved drainage device					
P. Interceptor drain provided at tope of slopes where drainage path to top of slope exceeds 40'					
Q. Existing improvements and buildings shown on site and within 100' of boundary with disposition noted					
R. Daylight lines with spot elevations or contours show where matching existing					
S. Finished floor elevations of nearby buildings provided					
T. Details and sections shown for all drainage facilities that are not provided in improvement plans					
U. Easements shown and dedications language provided in plan and sectional detail					
V. Retaining and screen walls shown in plan view and annotated to be constructed under separate permit					
W. TW/FS elevations provided or height of earth retained provided along retaining walls					
X. Sections provided showing tract and lot boundaries and walls					
Y. Where height of retained earth varies, varies with maximum height called out in section					
Z. Footing and wall are outside of right-of-way					

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AA. No earth retention allowed against non-retaining wall even with modifications unless constructed by the same owner					
BB. Sight triangles provided and sight easement areas labeled with type of surface indicated					
CC. Offsite flows affecting tract addressed					
DD. Written notarized permission provided from the owner for construction outside of property boundary					
EE. Minimum acceptable gradients:					
1. Earth 1%					
2. Lot swale 1%					
3. Asphalt concrete 0.5%					
4. Concrete in earth 0.5%					
5. Concrete in A.C. 0.5%					
6. Terrace drains 0.5%					
FF. Concentrated drainage exceeding 5% gradient in concrete or other approved non-erosive device					
GG. Benchmark & bearing reference called out					
HH. Name, address & phone number of owner, soil engineer and engineer of record shown on plan					
II. Velocity reducers provided where drains discharge onto natural ground. If rip rap specify class, thickness & size					
IV. COST ESTIMATE					
A. All items of construction/demolition shown					
B. Units of measure same as on unit price list					
C. Standard unit price list used					
D. Standard unit prices are appropriate					

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E. Special unit prices are justified					
F. Quantities are correct					
G. City contingency added					
V. EROSION CONTROL					
A. Provide appropriate facilities to eliminate sediment & debris from entering public facilities					
Provide 24 hour phone number for emergencies					

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