

# Development Services

## Preliminary Grading Plan Submittal Guide

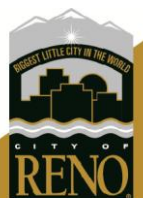
### What is a Preliminary Grading Plan?

Grading includes cutting, filling, stripping or stockpiling of earth, including the land in its cut or filled condition, to create new contours or grades. Grading plans show existing and proposed conditions of the area where work is to be performed and include the items on this checklist.

For applications proposing hillside development and cuts deeper than 20 feet and fills over 10 feet, see the Application Procedures for Hillside Development and Cuts and Fills.

### Checklist

- Project name, firm, and engineer's signature, seal, and date.
- Date, north arrow, scale, and sheet numbers in relation to the total number of sheets.
- Project boundaries and parcel lines (existing and proposed).
- Existing contours at 5-foot intervals and proposed contours at 2-foot intervals.
- Identify approximate amounts of material to be imported or exported from the site.
- Identify locations of all prominent landmarks including ridgelines, rock outcroppings, groves of mature trees, wetlands, etc.
- Approximate street grades and percentage of slope (street, alley, or access road).
- Approximate extent of cut and fill slopes.
- Identify all slopes (e.g. 3:1, 2:1, etc.) and provide notes or callouts of the maximum slope.
- Indicate the proposed slope treatments to minimize visual scarring.
- Indicate approximate height of retaining walls and type of retaining wall and include notes or callouts of maximum wall height.
- Envelopes and approximate pad elevations of any structure or permanent physical feature.
- A minimum of two cross sections of the site with horizontal scales the same as the grading plans and vertical scales shown at a 1:1 representation, or proportional to the horizontal scale (e.g. 10-100, 4-40, etc.).
- All known areas of potential hazard, including earthquake faults, earth slide areas, avalanche areas, or otherwise hazardous slopes.
- Proposed surface drainage.
- The boundaries for any portion of the site within a special FEMA Flood Hazard Zone.
- Direction of flow (5-year and 100-year peak flows) and the approximate location and size of existing and proposed storm drains, culverts, swales, and open channels.
- All existing and proposed detention/retention basins with approximate sizes and capacities, outlet works, peak inflow and outflow values, and location, type, and direction of emergency overflow/outfall features.
- If the project contains any wetlands, stream environments, or significant hydrologic resources, the applicant shall provide a technical survey and analysis of all natural resource protection standards in city code.
- For all applications containing a major drainageway, the plans shall depict the 100-year floodplain boundary and the 15-foot setback boundary and restoration/landscaping methods per RMC (if not shown on landscape plans).



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## Submittal Guidelines

All plan sheets shall be provided in the PDF format in a 24" x 36" page size scaled at 1 inch = 60 feet unless otherwise indicated in the application checklist. All sheets provided in full-size should also be provided in an 8.5" x 11" page size.

