



City of Imperial Beach, California

COMMUNITY DEVELOPMENT DEPARTMENT

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CHECKLIST FOR GRADING & DRAINAGE PLANS

THIS CHECKLIST PROVIDES THE ENGINEERING-RELATED INFORMATION AND REQUIREMENTS FOR GRADING AND DRAINAGE PLANS.

NO.	ITEM	CHECK	REMARKS
A.	GENERAL:		
	1. Fees		
	2. Prints submitted.		
	3. Supporting data/calculations submitted:		
	a) Soils report.		
	b) Drainage calculations.		
	c) Structural calculations.		
	d) Geology report.		
	e) Landscape plan.		
	f) Irrigation plan.		
	g) Application.		
	h) Letters of permission/easements.		
	i) Engineer's estimate.		
	j) Interim Erosion and Sediment Control Plan.		
	k) Work Schedule (prior to permit issuance).		
	l) Other		
	4. Electronic Drafting requirements (each sheet):		
	a) Prepared on "D" Sheets (24" x 36").		
	b) PDF Format (a scanned copy is not acceptable).		
	d) All lettering to be a minimum of 1/8" in height.		
	e) Sheets numbered consecutively with total number of sheets indicated.		
	f) Engineering of Work's signature and registration number and stamp on each sheet.		
	g) Title block on each sheet contains:		
	1. Title: Grading Plan		
	2. Designation of subdivision, if applicable.		
	3. City assigned plan number.		
	h) Bench mark description.		
B.	COVER SHEET:		
	1. Vicinity map with north arrow and scale indicated.		
	2. Key map (for projects covering several sheets):		
	a) North arrow.		
	b) Shows sheet coverage.		

c) Legend identifies all symbols used.		
d) Direction of drainage flow.		
3. Work to be done (general notes, notification notes, grading/landscaping notes) and Soils Engineer's Certificate.		
C. GRADING SHEETS:		
1. Boundary lines shown:		
a) City/County boundaries.		
b) Subdivision boundaries.		
c) Right of way lines.		
d) Lot line dimensioned.		
e) Lot lines of adjacent properties.		
f) Utility easements.		
g) Open space or other easements.		
2. Contours (extend at least 25' beyond limits of grading).		
a) Existing contours shown.		
b) Finish grade contours shown.		
3. Lots:		
a) Numbered.		
b) Building pads shown with pad elevations.		
c) Sufficient elevations flagged to show slope of lots and portions of lots.		
4. Grading:		
a) Slopes:		
1. Cut slopes • 1.5:1 max.		
2. Fill slopes • 2:1 max. (shaded).		
3. Slope ratios shown.		
4. Daylight line(s) shown.		
5. Top of cut slopes (3' min. from property line).		
6. Top of a fill slope (1.5' min. from property line).		
5. Drainage:		
a) Existing drainage facilities and stormwater BMPs shown.		
b) Further drainage facilities (not a part of grading). Drainage facilities. Show profile, invert elevation, type, size and gage.		
1. Location.		
2. Type, size, gage (strength).		
3. Details as necessary.		
4. Elevations, grades, direction of flow.		
5. Easements.		
6. Streets show:		
a) Names and dimensions.		
b) Direction of street drainage.		
c) Percent of slope.		
d) Elevations at intersections.		

D.	LANDSCAPE/SLOPE PLANTINGS AND IRRIGATION PLANS:		
	1. Landscape plans:		
	a) Shows location, size and quantities of all planting.		
	b) Gives botanical and common names.		
	c) Specific soil amendments and fertilizer requirements per 1000 S.F.		
	d) Type, amount, and spacing of living ground cover.		
	e) Tree staking details.		
	f) Tree planting details.		
	2. Irrigation plans include:		
	a) Meter location.		
	b) Points and connection.		
	c) Size, type, and location of atmospheric vacuum breaker.		
	d) Size and location of valves.		
	e) Location of automatic control station, if applicable.		
	f) Irrigation lines:		
	1. Size, location, type of pipe.		
	2. Pressure line under AC pavement: PVC schedule: 40 or equal.		
	3. Minimum pressure line depth = 18".		
	4. Minimum irrigation line depth = 12".		
	5. Static water pressure indicated.		
	6. Irrigation heads identified by type, manufacturer, model, PSI, GPM.		
	3. Processing:		
	a) Four blue line copies to Planning Department.		
	b) Approved by Planning Department.		
E.	STORMWATER COMPLIANCE		
	1. Verify compliance with Imperial Beach BMP Design Manual		
	2. Erosion Control Plans		
	a) Calculate and clearly delineate all disturbed areas on grading plan.		
	b) Show erosion control and site design BMPs on the plans including:		
	<ul style="list-style-type: none"> • Erosion control for graded slopes • Erosion control for graded flat areas • Velocity reduction • Sediment control • Preventing offsite tracking of sediment • General site management • Post-construction site design • Post-construction source control 		
	b) Show on 60% screened matte of grading plan.		
	2. Generally:		

a) Must accompany any grading plan for work to be performed between Nov. 1 and April 15. All grading plans for large projects must have an erosion control plan regardless of submittal date.		
b) Must show placement of facilities, specified location parameters that require field calculation are not acceptable.		
c) Must have provisions to access erosion control facilities during wet weather.		
3. Additional Information:		
a) 24-hour telephone number for emergency erosion control and name of specific individual with authority and responsibility for erosion control plan.		
b) Schedule for completion of installation of erosion control facilities.		
c) Erosion control planting and method of starting and maintaining growth (irrigation).		
4. Standard Notes.		