



CITY OF PALMDALE

ENGINEERING DIVISION

SINGLE LOT GRADING DRAINAGE PLAN REQUIREMENTS

FIRST SUBMITTAL REQUIREMENTS

- A \$357.00 fee is due at first submittal for plan check, inspection and permit fees. Additional fees and bonding may be required if grading quantities exceed 1000 cubic yards.
- Three (3) copies of a grading/drainage plan are required at first submittal. A registered California Civil Engineer shall prepare plans. See City's Engineering design standards for grading plan format.
- A soils report is required with the submittal of the grading plan.
- A current Title Report (must be from within the past 6 months)
- If a septic system is intended for the residence, a percolation report is required. (Per the City General Plan: "Require . . . single family residence uses with lot sizes of less than one acre be connected to a public sewer system." Policy PS 2.2.4)
- Submit one (1) copy of an **approved** Single Family Minor Modification Plan processed through the Planning Department.

Second and Subsequent Submittals

- All submittals **MUST** have a transmittal sheet (see attached).
- Redline plans and Improvement Plan Transmittal **MUST** be returned with revisions.

ADDITIONAL REQUIREMENTS

- Submit Road Deed documents or an Irrevocable Offer of Dedication for future public right-of-way, **if required by the Engineering Department**. Forms are available at the Engineering Counter.
- A title report may be required if requested by the Engineering Department. The title report shall determine if the parcel has access to existing public streets.

- If the property falls within a special study zone as determined by the State of California, a fault rupture study is required. A registered geologist shall complete this report.
- Determine if Drainage Impact Fees have ever been paid for property - if this has not been done, then the fees must be paid prior to occupancy. If drainage fees are applicable they are to be paid as follows:

As of **July 1, 2008**

<u>Drainage Area</u>	<u>Fee</u> (per dwelling unit)
Amargosa	\$3,918
Anaverde	\$1,987
Pearland	\$5,246
Little Rock	\$5,675
Big Rock	n/a
Portal Ridge	\$3,751

GRADING PERMIT ISSUANCE

- After the grading plans are signed by the City Engineer, the Engineer of Record will be contacted to have a bonded blueprinter pickup the approved mylars and have three (3) copies made for the Engineering Department.
- A Grading Permit will be issued once the grading plans have been approved and copies delivered to the Engineering Department.
- A pre-construction meeting must be scheduled with the Public Works inspectors prior to grading. (661) 267-5255.

RELEASES TO BUILDING & SAFETY

Rough Grade Release:

(Required for issuance of Building Permit by Building & Safety)

- Once Grading is complete, an Engineered Grading Consultant Statement for Rough Grade Certification from both the Field (Grading) Engineer and Soils Engineer must be submitted to Engineering – signed and stamped.
- A Compaction Report is required from the Soils Engineer.
- A Rough Grade inspection and release is required from the Public Works inspector.
- Drainage Impact fees are due at this time.

Fine Grade Release:

(Required for issuance of Certificate of Occupancy by Building & Safety)

- An Engineered Grading Consultant Statement for Final Grade Certification must be signed and stamped by the Engineer of Record.
- A Fine Grade inspection and release is required from the Public Works Inspector.



CITY OF PALMDALE

TRANSMITTAL FORM

DATE: _____

TO: CITY OF PALMDALE
ENGINEERING DIVISION
38250 SIERRA HIGHWAY
PALMDALE, CA 93550
(661) 267-5272
FAX (661) 267-5292

FROM: _____

PLAN #: Single Lot Grading Drainage
Plan # GD ____ - _____

COMMENTS: _____

