



MINIMUM INFORMATION TO BE SHOWN ON GRADING PLANS

Pursuant to Los Angeles Municipal Code Sec. 91.106.3.2 and 91.7006.1, two sets of grading plans shall be submitted to the Department for checking whenever an application for grading permit is filed. To ensure sufficient information and details are provided for an expeditious plan-check, the following guideline shall be followed.

Each set of plans shall clearly show location of the work, including address and legal description, the name and address of the owner for each lot where grading is proposed, and the name and phone number of the civil engineer preparing the grading plans.

The plans shall include, but not limited to, the following information:

1. General vicinity of the proposed site.
2. Property limits and accurate contours of existing ground and details of terrain and area drainage.
3. Limiting dimensions, elevations or finish contours to be achieved by the grading (including buttress fill and stabilization fills), and proposed drainage channels and related construction.
4. Detailed plans of all surface and subsurface drainage devices, cribbing, dams and other protective devices to be constructed with, or as a part of, the proposed work, together with a map or plot plan showing the drainage area and the estimated runoff of the area served by any drains.
5. Location of any buildings or structures on the property where the work is to be performed and the location of any buildings or structures on land of adjacent owners which are within 15 feet (4572 mm) of the property or which may be affected by the proposed grading operations.
6. Location of cut and fill areas and depths, the top and toe of all cuts and fills, the location of all "daylight" lines, the location of disposal site for excess material if known, and the estimated dates for starting and completing grading work.
7. Provide a detailed summary and calculations for the grading amounts, such as Cut, Fill, Import, Export, and Removal and Recompaction.
8. Show compliance with Maximum Grading Quantities per the Baseline Hillside Ordinance Section 12.21 C 10 (f). Show determinations and a summary for the allowable grading quantities, the proposed grading quantities, and exempted on-site grading quantities.
9. Cross sections, as deemed necessary, to show the extent of all cut and fill, over excavation and recompactation, geologic conditions as anticipated by the approved soils/geological reports, temporary excavation, keyway/bench dimensions, and location of surface/subsurface drainage devices as recommended by the soil engineer and approved by the Department.

10. When reports are required pursuant to LAMC Section 91.7006.2, recommendations included in the approved soils engineering report and engineering geology report shall be incorporated into the grading plans. A copy of the soils report, geological report and Department letter approving such reports shall be attached to the approved set of grading plans and kept at the job site.
11. When reports are required pursuant to LAMC Section 91.7006.2, the date of the soils and geology reports together with the name, addresses and phone numbers of the firms or individuals who prepared the reports shall be incorporated in the grading plans.

In addition to the required grading plans for work in designated Hillside Areas, the Department may also require plans prepared, stamped and signed by a licensed surveyor in non-hillside areas, when the property line limits are not clear.

Portions of the aforementioned plan requirements may be waived by the Department if it finds that the information on the application and/or submitted plans is sufficient to show that the work will conform to the provisions of this code and other relevant laws.