



# PRECISE GRADING PLAN CHECKLIST

PUBLIC WORKS DEPARTMENT / ENGINEERING DIVISION  
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Grading plans shall address both rough grading and precise grading activities. The precise grading plan may be incorporated into rough grading plan or may be submitted by separate grading plan(s) as may suit the individual project subject to the discretion of the City Engineer. Grading plans shall be of the following types: Engineered, General and Minor, as defined in La Mesa Municipal Code Section 14.05. "Precise" items appear throughout. Use Remarks column to indicate if it is known that an item will come in separate precise grading plan.

The following checklist is to be used when reviewing plans in conformance with the La Mesa Municipal Code. This checklist should be used as a general guide for plan checking purposes. Any discrepancies are subject to the City Engineer's interpretation of the La Mesa Municipal Code on a case specific basis. **"Any parcel that is not established by a parcel map or subdivision map after 3/4/72 shall be referred to a planner for processing a certificate of correction."**

		1st Check	2nd Check	3rd Check	Final Mylar	Remarks
<b>General:</b>						
	Plans must be folded into 9" x 11". ENGINEER OF WORK'S ASSESSMENT OF LEVEL OF COMPLETENESS must be at 70% or better for 1st submittal.					
<b>1.</b>	<b>1st submittal package should include:</b>					
a.	Refer to "Minor Grading Plan Submittal Requirements" handout.					
<b>2.</b>	<b>Verify the following items:</b>					
a.	Use the City of La Mesa Precise Grading Plan (Plot Plan) Checklist					
b.	Verify that conclusions in Soils Report are incorporated into grading plans for walls and deepened footings					
c.	Verify whether interdepartmental signatures or other agency signatures are required prior to sign off					
d.	All sheets contain a signed statement by the engineer of work					
e.	Engineer of work's assessed level of completeness is shown on the border of the plans					
<b>3.</b>	<b>Drafting Format:</b>					
a.	Prepared on 24"x 36" D-sheets with City Title Block and Notes					
b.	All lettering size min. 0.1"					
c.	Sheets are numbered consecutively					
d.	Subdivision boundary line is dark, thick, bold line-type					
e.	Proposed easement line is bold, dashed line-type					
f.	Existing easement line is light, dashed line-type					
g.	Proposed topo line is bold, solid line-type (with elevation no.)					
h.	Existing topo line is light, dashed line-type (with elevation no.)					

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i.	Topo lines are smooth and continuous to at least 50-feet beyond project limits					
j.	All structures within 100-feet of project boundary are shown					
k.	Slope arrow indicators should point down-slope					
l.	Is brow ditch consistent with City of La Mesa Standard or SDRSD?					
m.	Revision block on all sheets					
<b>4.</b>	<b>Cover Sheet:</b>					
a.	Title block per City of La Mesa standard					
b.	Title block indicates: Precise Grading and Drainage Control Plans for: "Project Name"					
c.	Name of subdivision or project (& Phase if applicable) in title block with street address					
d.	Verify current standard grading notes (general, sewer, water, erosion control, etc.)					
e.	Key map (sheet coverage, subdivision boundary, scale, key map legend, lot lines, FH and St. Lt. locations, offsite work, existing and proposed building footprints, exist./proposed underground facilities, north arrow, and any other pertinent information. If phased release of subdivision, release should be shaded.)					
f.	Release/phase number, marketing name					
g.	Vicinity map showing site location, nearest freeway, roads (dimensioned to nearest intersection), north arrow, and scale					
h.	Reference to Final Map name and number					
j.	City of La Mesa approved benchmark is provided and complete					
k.	Engineer's Certificate with signature and stamp					
l.	Client name & address					
m.	Complete legend detailing existing and proposed work (legend items should refer to SDRSD where applicable, or to City of La Mesa standard drawings). Legend should show "DESCRIPTION" "SYMBOL", and "QUANTITY" (for proposed work, check units and values):					
	(1) Subdivision or property boundary with bearings and distances					
	(2) Right-of-way lines (existing and proposed)					
	(3) Lot lines (existing and proposed)					
	(4) Existing topo lines					
	(5) Existing spot elevations					
	(6) Existing water, sewer, storm drain, reclaimed water lines, etc.					
	(7) Existing cleanouts, inlets, headwalls, vaults or other sub-structures					
	(8) Proposed topo lines					
	(9) Proposed limits of grading					

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	(10) Proposed slopes (2:1 maximum)					
	(11) Proposed storm drains, if any					
	(12) Proposed cleanouts, inlets, headwalls, if any					
	(13) Proposed concrete or vegetated swales					
	(14) Paving and hardscape					
	(15) Fire Hydrants					
	(16) Street lights					
	(17) Retaining walls (by separate permit)					
	(18) Fence types: cedar, wrought iron, perimeter block wall					
	(19) Sewer laterals					
	(20) Water laterals					
n.	Required Letters of Permission if offsite grading is proposed (original and one copy)					
o.	Legal description and APN(s)					
p.	Owner and or applicant name, address, phone, and signature					
q.	Soils engineer's statement					
r.	Show Planning Case No., GP No., Drawing. No.					
<b>5. Detail Sheets:</b>						
a.	Typical lot drainage					
b.	Typical pad/finished floor/driveway elevation section					
c.	Driveway detail					
d.	Slot drain detail if necessary (for driveways sloping toward garage)					
e.	Footing/swale detail					
f.	Extra depth footing detail					
g.	Berm detail					
h.	Retaining wall section details					
<b>6. Grading Plan Sheets (to be filled out for each grading sheet):</b>						
a.	North arrow and graphic scale (orient north to top of sheet)					
b.	Signature block					
e.	Job title					
f.	Street dimensions and stationing					
g.	Cul-de-sac radius and dimensions					
h.	Match line and station					
i.	References to existing structures or utilities by drawing number					
j.	Elevations and stations at property lines					
k.	Surrounding property information; APNs					
l.	Boundary lines					
m.	Lot dimensions					
n.	Existing/proposed public/private easement lines (with appropriate recording information)					
o.	Label utility sizes in road (sewer, water, storm drain, referenced to Improvement Plan)					

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p.	Lots are numbered (per proposed final map or existing legal description)					
q.	House plan type					
r.	Pad elevation					
s.	Finished floor elevation					
t.	Garage finished floor elevation at lip					
u.	Step height between garage and finished floor					
v.	Dimensions from building to lot lines for position					
w.	Top and toe of slopes are visible or called out and at least 10 feet from structures and at least 3 feet from PLs					
x.	Retaining walls (>3' by separate permit) as necessary					
	(1) At all key points call out top and bottom of wall elevations (both sides)					
	(2) If they use SDRSD type walls verify that the max. height is not exceeded					
	(3) A concrete swale should be provided behind retaining wall to collect concentrated flows of large slopes. Piping and discharge location should be shown on the plans. Piping should connect to storm drain if feasible					
	(4) Sections or details may be required					
y.	Fine grading and spot elevations (verify 2% min. pad grade and 1% min. swale grade) for adequate drainage					
z.	Approved street names					
ii.	Street dimensions (right-of-way, sidewalk, parkway, centerline to curb)					
iii.	Sewer laterals					
iv.	Water laterals					
v.	SDG&E transformer and handhold locations					
vi.	Driveway cuts/curb cuts (LMSD or RSD w/ station on CL)					
vii.	Driveway grades (watch slopes toward garages; 14% max (20% w/ Fire approval), >12% must be PCC, PCC allowed in ROW only if tied into existing PCC curb and gutter)					
viii.	Extra depth footings					
ix.	Right-of-way elevations at driveway					
x.	Indicate lots needing sewer backflow preventer					
xi.	Fences					
xii.	House footprints with pop-outs, media nitch, fireplace(s) locations					
xiii.	Property information; APN, gross/net acreage					
xiv.	Fire hydrants					
xv.	Pedestrian ramps					
xvi.	Streetlights					
xvii.	Verify there are no slopes which conflict with sight visibility around curved streets					
xviii.	All new street intersection or driveways require a site distance study or letter and require sight visibility easement if necessary					

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xix.	Variable slopes called out (2:1 max)					
xx.	Slope ratios are listed on steep slopes (2:1 max), percentage called out on mild					
xxi.	Check paving and hardscape slopes, cross slopes, and widths (ADA satisfied?)					

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