



City of Pomona —Building and Safety Division

Grading Permit

*Grading Plans must be submitted directly to the Building and Safety Division.
Permit is required for any grading, excavation and earthwork construction.
Exemptions are stated in the 2022 CBC, Sec J103.2 page 668*

The Grading plan is intended to address all the development requirements of the City's Code to include all condition of approval by Planning Commission Resolution.

A typical grading plan must be on a 24" x 36" sheet, wet stamped, dated and include the following as a minimum:

- * All plans must be to scale and fully dimensioned
- * Indicate the exact amount (cubic yards) of proposed cut, fill, over excavation & imported material
- * All on-site drainage and grading improvements
- * Street, Storm drain, Sanitary System improvement plans including all information and details showing compliance to the approved SUSMP Report. Show all water retention systems as recommended by the engineer who prepared both SWPPP & SUSMP reports
- * Parking lot lighting, paving, curbing, and striping plan
- * Location of any buildings and/or impervious surfaces (driveways, concrete spots, etc.) where work is to be performed, and the location of any building or structure within 15 feet of the proposed grading.
- * All existing and proposed utilities
- * Cross-sections along property line run-ons cannot be blocked
- * Additional plan check fees may be collected by other departments reviewing the plans

Grading Plans, once approved, becomes part of the building construction plans, and shall be approved prior to the issuance of the building or public improvements permits

Applicant shall submit the following items to the Building and Safety Division:

- * Four (4) sets of grading plans wet-stamped by the professional listed in the document. Complete electronic plans may be emailed to building@pomonaca.gov (fee amount to be determined by Cut and Fill)
- * Two (2) copies of Engineer's Cost Estimate (to determine Infrastructure plan check/permit fee)
- * Two (2) copies of the project geotechnical report, wet-stamped by a professional engineer licensed in the state of California
- * Three (3) copies of hydrology calculations
- * Two (2) complete sets of on-site private street, sewer, and storm drain plans

*Revisions to approved Building plans as a result of other department requirements will need to be resubmitted for Building review. Additional plan review fees may be collected.
All plans shall be routed through Building and Safety with the exemption of the items below.*

Applicant shall submit the following items to the Public Works Department:

- * Two (2) sets of SWPPP, SUSMP reports for Environmental Plan Check
- * Five (5) sets of the Tract Map
- * Five (5) sets of the public street, public sewer, and public storm drain improvements

Applicant shall submit the following items to the Planning Department:

- * Three (3) sets of Landscaping plans