

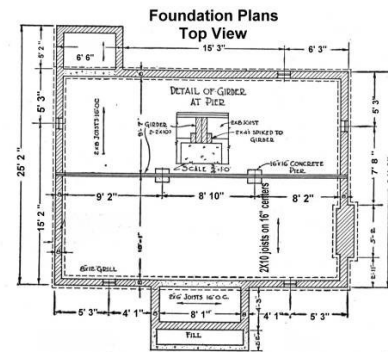


# City of Pomona Building and Safety Division

## General Documentation Requirements

### Prior to Foundation Inspection\*

1. Building Pad Elevation/Certification+
2. Building Location Certification+
3. Finish Floor Elevation Certification+
4. Rough Grading Certification (Parts A & B)+
5. Soils Tech Field Report (*to be provided by the Contractor*)
6. Environmental Clearance (*to be provided by the Contractor*)



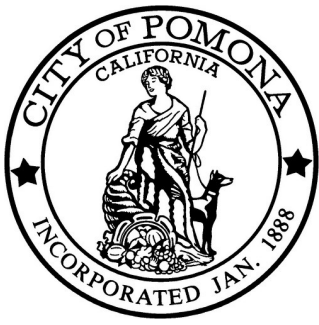
### Prior to Final Inspection\*

1. Final Grading Certification (Part C)+
2. Final Soils Field Report (*to be provided by the Contractor*)
3. Construction Waster Management



\*Additional documentation may be required depending on the project specifications.

+Forms Attached



# City of Pomona Building and Safety Division

## Grading Inspection Certificate

Permit Number: \_\_\_\_\_  
Job Address: \_\_\_\_\_  
Locality/Tract No: \_\_\_\_\_  
Owner's Name: \_\_\_\_\_

Engineer's/Land Surveyor Stamp

### **A** Rough Grading Certification

I certify that the earth fills placed on the following lots were installed upon competent and properly prepared base materials and compacted in compliance with requirements of Building Code Section 3313. I further certify that where the report or reports of an engineering geologist relative to this site have recommended the installation of buttress fills or other similar stabilization measures, such earth work construction has been completed in accordance with approved design.

Lot(s) No. \_\_\_\_\_

See Report for compaction test data, recommended allowable soil bearing values and other special recommendations dated: \_\_\_\_\_

Expansive Soils  YES  NO Lot No. \_\_\_\_\_

Buttress Fills  YES  NO Lot No. \_\_\_\_\_

Remarks: \_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_ Reg. No \_\_\_\_\_ Date \_\_\_\_\_  
Supervising Grading Engineer

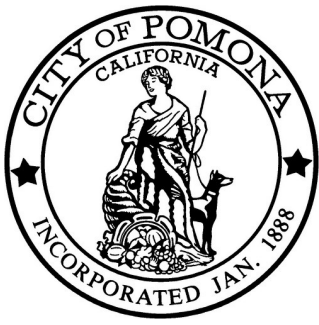
### **B** Rough Grading Certification

I certify to the satisfactory completion of rough grading including: grading to approximate final elevations; property lines located and staked; cut and fill slopes correctly graded and located in accordance with the approved design; swales and terraces graded ready for paving; berms installed; and required drainage slopes provided on the building pads. I further certify that where report or reports of an engineering geologist and/or soils engineer have been prepared relative to this site, the recommendations contained in such reports have been followed in the prosecution of the work.

Lot(s) No. \_\_\_\_\_

Remarks: \_\_\_\_\_  
\_\_\_\_\_

Signature: \_\_\_\_\_ Reg. No \_\_\_\_\_ Date \_\_\_\_\_  
Supervising Grading Engineer



# City of Pomona Building and Safety Division Grading Inspection Certificate

Permit Number: \_\_\_\_\_

Job Address: \_\_\_\_\_

Locality/Tract No: \_\_\_\_\_

Owner's Name: \_\_\_\_\_

## **C** Final Grading Certification

I certify to the satisfactory completion of grading in accordance with the City approved plans. All required drainage devices have been installed; all environmental (above/underground, structural) BMPs have been installed; slope planting established and irrigation systems provided (where required); and adequate provisions have been made for drainage of surface waters from each building site. The recommendations of the soils engineer and/or engineering geologist (if such persons were employed) have been incorporate in the work.

Lot(s) No. \_\_\_\_\_

Remarks:

---

---

---

---

Signature: \_\_\_\_\_ Reg. No \_\_\_\_\_ Date \_\_\_\_\_  
Supervising Grading Engineer

Engineer's/Land Surveyor Stamp



# City of Pomona Building and Safety Division

## Building Pad Elevation Certificate

*To be filled out by a Licensed Land Surveyor or registered Civil Engineer.*

### **Building Pad Elevation Certification**

I have surveyed the pad elevation located at Lot No. \_\_\_\_\_, Tract No \_\_\_\_\_  
on \_\_\_/\_\_\_/20\_\_\_ and found the elevation to be \_\_\_\_\_.

I have reviewed the on-site plans bearing the approval stamp of the City of Pomona, which was prepared by \_\_\_\_\_ and found that the Pad Elevation will be in accordance with the approved stamp plans.

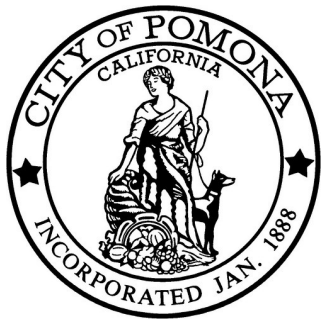
**Company:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Engineer's/Land Surveyor Stamp

*This form must be returned to the Building Department prior to requesting a foundation inspection.*



# City of Pomona Building and Safety Division

## Building Elevation/Location Certificate

*To be filled out by a Licensed Land Surveyor or registered Civil Engineer.*

### **Building Location Certification**

I have measured the location of perimeter walls and/or pertinent features for \_\_\_\_\_  
on \_\_\_/\_\_\_/20\_\_.

I have review the on-site plans bearing the approval stamp of the City of Pomona, which was prepared by  
\_\_\_\_\_ and dated \_\_\_/\_\_\_/20\_\_ and find that the structure  
is located in accordance with the setbacks shown on those plans.

**Company:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

### **Finish Floor Elevation Certification**

I have surveyed the foundation forms for \_\_\_\_\_ on \_\_\_/\_\_\_/20\_\_ and found the  
top form elevation to be \_\_\_\_\_.

I have reviewed the on-site plans bearing the approval stamp of the City of Pomona, which was prepared by  
\_\_\_\_\_ and dated \_\_\_/\_\_\_/20\_\_ and found that the floor  
elevation will be in accordance with the approved stamp plans.

**Company:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

Engineer's/Land Surveyor Stamp

*This form must be returned to the Building Department prior to requesting a foundation inspection.*