



New Home Plot / Drainage Plan Checklist

- Legible 11"x17" or legal size hard copy
- Contains North arrow and scale Plot
- Ground High Point labeled with HP and elevation
- Clear conveyance path for drainage with slopes labeled
- Min slope of 2%
- Max slope of 25% (4:1)
- Min of 5% grade for 10ft from the structure on all soft surface. (per city code 15-4) or per soils report requirements
- Min slope for concrete 1% and 2% for asphalt and landscaping
- Label Top of Foundation (TOF) for the house. Also, label lower TOF for walkout and garden level.
- Labeled ground elevations of lot corners and house
- Bottom limits of over-ex labeled
- Retaining walls must be located a min of 1 foot from property line and not in an easement.

Provide dimension from near side of retaining wall to adjacent property line:

- Retaining walls 3ft or greater must have a separate building permit
- Consistent with Area Grading Plan (if available)
- Driveway culvert minimum 18", RCP preferred, CMP not allowed
- On-site wastewater treatment systems (OWTS) shown with 100% reserve
- Label horizontal distance between OWTS Components and water features per table 6 (pg 101) of the [On-Site Wastewater Treatment System Regulations](#)
- Easements are shown, no permanent work in easements
- Utility services are shown, no services in the drive and all water meters in an easement.
- Identify the vertical datum used for elevations (NGVD 29 or NAVD88) A "relative datum is not acceptable.
- The homeowner must get a PPIP for work completed in City ROW (culvert, curbs and sidewalks, water and sewer taps).

A grade certification needs to include the following:

- Drainage Cert per city code (15-05-10 N) - must contain an affirmative statement that the inspection of the site has been performed and that the lot will drain adequately and in conformance with the grading performance plan.
- Statement must be completed by a Qualified Professional Engineers, Architects, or Landscape Architect.