CITY OF HIDDEN HILLS
GRADING PLAN CHECK CORRECTION LIST

PLAN CHECK NO._____ ADDRESS_____

DATE_____ PLAN CHECK BY_____

Circled Items Require Corrections

NOTE: IN SPACE PROVIDED AT LEFT, INDICATE WHERE THE CORRECTION APPEARS IN THE PLANS.

General

Prepare plans pursuant to latest adopted codes and standards (2016 CBC) and on City title block incorporating City of Hidden Hills general notes.

1._____Show elevations of all improvements on the plot plan including:
- _____Graded Pads
- _____Finished Floors
- _____Patio Slabs, decks, walks, drives
- _____Tops, toes, and heights, of retaining walls and other walls and fences
- _____Swales, catch basins and other drainage devices
- _____Existing and Finish Contours

2._____Single Lot plans shall be minimum 20 scale.

3._____Show the legal description on the plans.

4._____Provide City benchmark.

5._____All elevations must be based on the same datum.

6._____Clearly show all property lines and bearings.

7._____Locate all existing and proposed structures.

8._____Provide a bond or other security.

9._____Incorporate City Council conditions of approval as notes on the plan (see attached).

10._____Provide accurate topography signed by a land surveyor or engineer.

11._____Provide topography in one-foot intervals. Superimpose existing and proposed topography on the same plan. Extend topography beyond proposed work at least 40 feet.

12._____Provide horizontal control and dimensions from property lines (curve data and stationing when required by the Building Official or City Engineer).

13._____Provide a note: "A pre-grading meeting shall be held prior to commencement of grading. This meeting shall be attended by the Grading Contractor, Soils Engineer, City Grading Inspector and General Contractor or Owner's representative and shall be held at the site of the grading."

14._____Show easements and setbacks

_____front yard setbacks are 50'

_____side yard setbacks are 25'

_____rear yard setbacks are 50' (may be 25' for accessory buildings, recreational facilities, and other structures, except when a rear yard abuts a street, per Section 5-5C-4 of the City of Hidden Hills Municipal Code)

15._____Provide vicinity map.

16._____Provide sheet index if more than one sheet.

17._____Sign and stamp plans.

18._____Permits or approvals must be obtained or fees paid to the following agencies prior to grading permit issuance:

_____LA County Sanitation Sewer hook-up

_____Geology and Soils Section approval of initial reports

_____Cal-OSHA permit

_____Homeowners Association recommended

Grading

1._____Provide a cut/fill index, which includes all remedial grading quantities, including overexcavation and recompaction.

2._____Show cut/fill transitions.

3._____Cut and fill slopes shall be setback a minimum of 2' from property lines (CBC J108.1).

4._____Provide details for any retaining walls that are required to complete the grading operation. Include french drains, top-of-wall swales and wall backfill material. Cross-reference all detached yard retaining walls to appropriate details. Building permits are to be obtained for retaining walls prior to approval of the grading plans.

5._____Building permits are required for retaining walls and demolition of existing structures prior to approval of the grading plans. Details are to be shown here.

6._____Note on plans that special inspections are required for all structural masonry per CBC 1704.5. (all grouting requires continuous deputy inspection and periodic inspection of reinforcement)

7._____No buildings, structures, retaining walls, or recreational facilities are allowed in setbacks, except as allowed per Section 5-2C-4 of the Municipal Code.
(Notes: Retaining walls 2 feet high or less, in appearance, are allowed in a front yard setback. Retaining walls 3 feet high or less, in appearance, may encroach into side or rear yard setbacks, provided they are 15 feet or more from a property line.)

8._____Detail dust control measures and specify that measures are to continue throughout the grading operation.

9._____Show all daylight lines.

10._____Note all fault lines, landslides or other known hazardous conditions.

Drainage

1._____Provide a complete yard drainage system including gutters and downspouts. Conduct all hard surface storm run-off to a street, storm drain or natural drainage course in non-erosive devices.

2._____Where concentrated drainage outlets onto a street, utilize the Hidden Hills Community Association's Standard Parkway Culvert Plans

3._____Where possible, and when it will not endanger structures, hillsides or other property, conduct surface runoff over vegetated ground cover before it leaves the site.

4._____Show sizes, materials, bedding and details for all drainage systems.

5._____Provide hydrology and hydraulic study to demonstrate that the proposed drainage system has adequate capacity (including those portions of existing systems utilized in the proposed system.)

6._____Enclosed drainage inlets shall be provided approved grates or trash racks.

7._____Justify d-loads or provide pipe manufacturer's trenching recommendations demonstrating adequate protection (depth, bedding, etc.) for drains and culverts under streets, driveways, easements and trails.

8. _____ Provide positive drainage away from tops and toes of slopes and buildings. Surfaces adjacent to foundations shall slope away from buildings at a slope of not less than 5 percent if pervious, or 2 percent if impervious, for a distance of 10 feet. See CBC Section 1804.3 for exceptions.

9._____Detail energy dissipaters where drains discharge on natural ground. Discharge onto manufactured slopes or any slope greater than 3:1 is not allowed.

10._____Provide secondary overflow route for all sumps.

11. ____ No increase, diversion, or concentration of drainage across property lines is permitted (CBC Appendix J109.4).

12._____Drainage terraces are required for all cut or fill slopes steeper than three horizontal to one vertical. Suitable access to permit proper cleaning and maintenance shall be provided for all drainage terraces. Cut or fill slopes more than 30 feet in height shall be provided with terraces at vertical intervals not exceeding 25 feet except that where only one terrace is required, it shall be at midheight. Such terraces shall not be less than 8 feet in width, shall be paved with concrete not less than 3 inches thick, and shall have a minimum depth of 12 inches. When the total slope height exceeds 100 feet, one terrace near midheight shall be not less than 20 feet in width (paved width need not exceed 8'). The longitudinal grade shall be not less than 5% or greater than 12%. See CBC Appendix J109, as amended by the City of Hidden Hills, for higher slopes.

13._____Drainage terraces shall have a longitudinal grade of not less than five percent nor more than twelve percent and a minimum depth of one foot at the flow line. Downdrains or drainage outlets shall be provided at approximately 300-foot intervals along the drainage terrace or at equivalent locations. See CBC Appendix J109.2, as amended by the City of Hidden Hills, for paving and material details.

14._____Berms, swales or other devices shall be provided at the top of cut or fill slopes to prevent surface waters from overflowing onto and damaging the face of the slope. Gutters or other special drainage controls shall be provided where the proximity of runoff from buildings or other structures is such as to pose a potential hazard to slope integrity. Swales used for slope protection shall conform to CBC Appendix J109, as amended by the City of Hidden Hills. Berms used for slope protection shall be not less than 12 inches above the level of the pad and shall slope back at least 4 feet from the top of the slope.

15._____Paved interceptor drains shall be installed along the top of all cut slopes where the height of the cut is greater than 5 feet measured vertically. See CBC Appendix J109.3, as amended by the City of Hidden Hills, for paving and materials details.

16. _____Design bench and terrace drains per Appendix J of the CBC, as amended by the City of Hidden Hills.

17._____Show limits and elevations of flood plains on site, if applicable.

18. _____Show locations, size, material, and outlets for all subdrains (including basements and retaining walls)

Erosion Control/NPDES

1._____Provide appropriate erosion control details per California Storm Water Best Management Practice (BMP) Handbooks and as approved by the Building Official. Erosion Control measures shall be implemented and functional when grading is to occur between October 15 and April 15, or when manufactured slopes will remain unprotected between those dates.

2._____A Standard Urban Stormwater Mitigation Plan (SUSMP) is required for the following projects. (SUSMP requirements include conserving natural areas, protecting slopes and channels, providing storm drain system stenciling and signage, diverting roof runoff and surface flow to vegetated areas before discharge unless the diversion would result in slope instability):

_____Development of 10 or more units;
_____Parking lots of 5,000 or more square feet or 25 or more spaces;
_____Industrial/Commercial development that disturbs one or more acres;
_____Gas and service stations, and restaurants, of 5,000 or more square feet;
_____Projects in environmentally sensitive areas;
_____All hillside developments (hillside is an area with known erosive soil conditions, on any natural slope that is 25% or greater).

3._____Applications for a grading permit for a project that disturbs 1 or more acres of soil will need to:

_____show proof that a Notice Of Intent (NOI) has been submitted to the State Water Resources Control Board (SWRCB) for Storm Water Pollution Prevention Plan (SWPPP).
_____Submit SWPPP for City review and approval.

_____obtain a Waste Discharger Identification (WDID) number from SWCRB.
_____provide written certifications from both the project architect/engineer of record and the project owner/owner's agent that appropriate BMP's have been selected and that the SWPPP has been properly prepared.
_____File a Notice of Termination (NOT) upon completion of construction.

4._____Best Management Practices including but not limited to: drip pans under vehicles, wash out pits, hazardous material handling and storage, designated refueling and maintenance areas, etc. shall be noted on the plans.

5._____Verification of maintenance provisions for all long term structural and treatment BMP's shall include at a minimum:
_____Developer's signed statement;
_____Conditions of lease or sale;
_____written text in CC&R's assigning responsibility to the HHCA.
_____Recorded agreement acceptable to the City of Hidden Hills.

Note: SUSMP requirements also affect projects of lesser magnitudes if those projects are part of a larger common plan of development.

The State Water Resources Control Board can be contracted at (916) 654-3765 or (916) 657-0757.

Landscaping and Irrigation

1._____Specify planting of graded slopes.

2._____Provide slope planting and irrigation plan for all cut slopes greater than 5' and fill slopes greater than 3' in height. Slopes exceeding 15 feet in vertical height shall also be planted with shrubs, spaced at not to exceed 10 feet on centers; or trees, spaced at not to exceed 20 feet on centers; or a combination of shrubs and trees at equivalent spacings, in addition to the grass or groundcover plants. Landscape and irrigation plans for slopes in excess of 20' high shall be signed by a civil engineer or landscape architect. (Planting need not be provided for cut slopes rocky in character and not subject to damage by erosion or any slopes protected against erosion damage by other methods when such methods have been specifically recommended by a soil engineer, engineering geologist, or equivalent authority and found to offer erosion protection equal to that provided by the planting specified in this Section.)

3._____Slopes required to be planted shall be provided with an approved system of irrigation, designed to cover all portions of the slope, unless deemed unnecessary by a landscape architect, or equivalent. Plans shall be submitted for approval.

4._____Provide landscape, hydroseed or other erosion control measure within 30 days of completion of manufactured slope.

5._____ A water efficient landscaping application shall be submitted for: all new construction projects (requiring building and/or grading permits) which include an aggregate landscape area equal to or greater than 500 square feet; or rehabilitated landscape projects (when a building and/or grading permit is required) with an aggregate landscape area equal to or greater than 2,500 square feet.

Rodent Control

1._____Fill slopes steeper than two horizontal to one vertical within a grading project located adjacent to undeveloped and unoccupied land determined by the Agricultural Commissioner to be infested by burrowing rodents, shall be protected from potential slope damage by an effective program of rodent control.

Geotechnical

1._____Provide a Geotechnical Engineering report signed by a qualified engineer.

2._____Provide an Engineering Geology report signed by a qualified engineering Geologist.

3._____Incorporate geotechnical engineering/geology recommendations into the grading plan including:

_____Benching of fills
_____Subdrains
_____Terrace swales
_____Planting
_____Show a section through fills
_____Other

4._____Plans shall be signed and wet stamped by the Soils Engineer and/or Engineering Geologist.

Utilities

1._____Show location of all exisiting and proposed utilities.

2._____All existing and proposed utilities shall be underground.

Other Requirements

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Note: Responding to the above does not guarantee that the plans will be approved. Responses to the above may raise further questions and require further changes of the plans.

******Corrections are complete when signed and dated by the plan checker.

_____ _____

PLAN CHECKER DATE