



PREPARATION

All grading plans shall be prepared by or under the direction of a registered civil engineer, licensed architect, licensed surveyor, registered designer or landscape architect, unless waived by the City of Lompoc Building Official. All grading plans shall be prepared on sheets not smaller than (18"x 24") and shall be no larger than (30"x 42").

GRADING PLAN SUBMITTALS SHALL CONTAIN THE FOLLOWING INFORMATION:

1. Vicinity map of project location, not smaller than 1"= 2000-ft, North arrow & applicable scale.
2. Street address, assessor's parcel number, and owner(s) name.
3. Estimated quantities of excavation, fill, export and import.
4. General Grading Notes.
5. Signatures/stamps of responsible designer, architect or geotechnical engineer, unless waived by the City Building Official.
6. Details and calculations of all retaining walls, drainage devices and all other protective structures to be constructed as part of the grading permit.
7. Natural Topography with maximum contour interval of 2-ft carried to 25-ft outside the property boundary. On extremely flat lots, 1-ft intervals may be used.
8. Location and elevation of a bench mark.
9. Plans shall be prepared to a standard engineering scale of 1"= 40' or larger.
10. Show property line dimensions and bearings.
11. Show all existing improvements, drainage devices and underground facilities within the property and 25-ft beyond the property boundaries.
12. Show location, type and size of all trees on the property and specify the type of protection these trees will have during grading operation.
13. Show location of all existing structures and drainage devices, septic systems and creek banks, as well as driveways and other improvements.
14. Show elevations, dimensions, locations and the extent of all new slopes that are proposed. All new grading shall be shown by proposed new contours or other approved means.
15. Show all existing easements for utilities, drainage or right-of-way.

THE FOLLOWING SUPPORTING DOCUMENTATION ALSO REQUIRED AT PROJECT SUBMITTAL:

- Provide the Geotechnical/Soils report. (Soils reports older than 1 year will require a current update letter, stamped & signed by the project's Soils Engineer.)
- Earth quantities and computations of cut & fill volumes, amounts of import & export noted on plans.
- Hydraulic calculations, contributing drainage area maps and design calculations for proposed drains.

Upon completion of the initial plan check, the applicant(s) will be notified if there are any plan corrections required for project approval. The applicant will make the necessary corrections and then resubmit revised plans for review.

Please note, all applications should be submitted online through our [customer portal](#). If you are not familiar and require assistance, please reach out to building@ci.lompoc.ca.us.