

# LOT GRADING GUIDELINES

## RESIDENTIAL PROPERTIES

### Introduction

The Surface Drainage Bylaw No.11501 came into effect on July 2, 1997. This Bylaw requires that all land developed after 1989 is graded in accordance with an approved Lot Grading Plan.

### Definition

Lot grading is the reshaping or sloping of the land in such a way that surface drainage from rainstorms, snowmelt, or groundwater is directed away from the buildings and is controlled in a manner that eliminates or minimizes the impact on adjacent properties.

### Purpose

The purpose of lot grading is to provide good drainage away from buildings for the benefit of property owners. The Surface Drainage Bylaw regulates lot grading and surface drainage requirements within private and public lands.

### Lot Grading Plans

Lot Grading Plans have been part of the approval process for residential properties since 1989. The plans are required for all new developments and are approved by the Drainage Services branch of the Asset Management and Public Works Department on behalf of City Council. Lot Grading Plans specify design elevations, surface gradients, lot types, swale locations, and other drainage information required for lot grading. A Lot Grading Plan establishes the drainage relationship between adjacent properties and its approval is an effective basis for the control of lot grading.

(Insert zoomable lot grading plan examples here)

## LOT GRADING APPROVAL PROCEDURE

The Lot Grading Approval Procedure is usually done in two stages. The Rough Grade Stage is generally the responsibility of the homebuilder and the Final Grade Stage is generally the responsibility of the homeowner. It is the builder's responsibility to ensure that the downspouts (roof leaders) and the foundation drainage are discharging correctly.

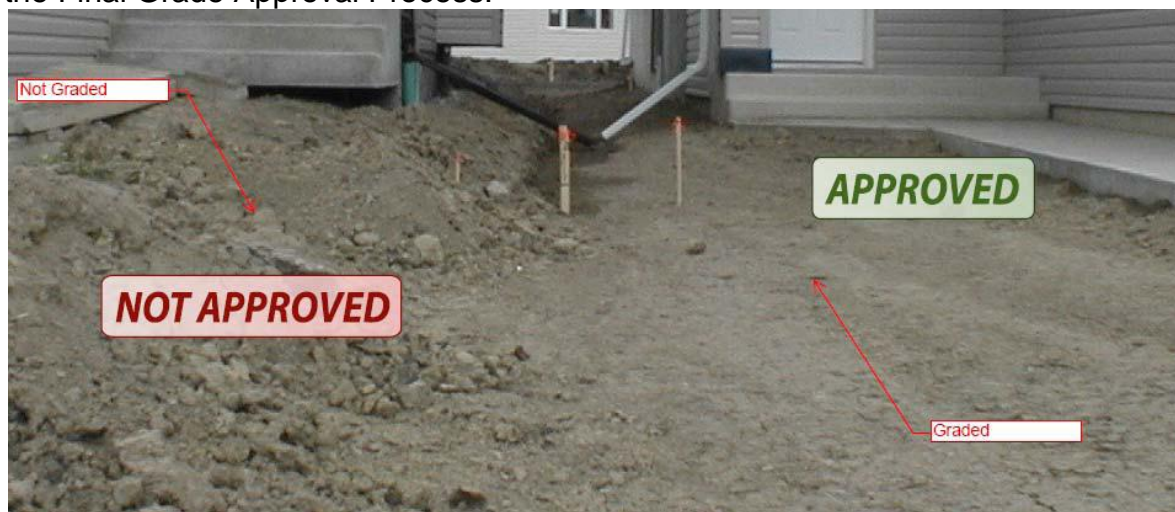
### Rough Grade Stage

This stage includes backfilling the foundation walls and shaping of the lot to conform to the approved Lot Grading Plan, within acceptable tolerances. The Rough Grade Approval Procedure should occur within **18 months of the issuance of a building permit for a lot.**

## **Rough Grade Approval Process**

1. The builder has the lot surveyed by an Alberta Land Surveyor, Professional Engineer or Registered Architect who prepares a Plan of Certification of As-built Grades (Lot Grading Certificate).
2. The Lot Grading Certificate is submitted to The City of Edmonton Drainage Services. Digital submissions are preferred and if paper versions are submitted they will be scanned. The applicant must provide information for their preferred method of contact to receive a Lot Grading Inspection Report. The methods of contact are: fax, e-mail or mail.
3. A Lot Grading Inspector conducts a site inspection to verify that the lot is graded in accordance with the approved Lot Grading Plan. This is usually done within five working days from receipt of the certificate, depending on workload and weather conditions.
4. An Inspection Report is sent to the builder, indicating that the Rough Grade has been approved or that deficiencies exist.
5. If deficiencies exist, the builder must correct the deficiencies within 60 days and notify Drainage Services for a re-inspection. If the lot grading inspector has requested a re-submission of a Lot Grading Certificate to verify corrections or to provide additional information, a re-inspection can't occur until receipt of the new Lot Grading Certificate.
6. When the Rough Grade is approved, the builder and the property owner are both notified. Additional information, regarding final grading and the approval process, is also sent to the property owner.

**NOTE:** If a builder or a property owner chooses to proceed directly to final grading, they have the option to bypass the Rough Grade Approval Process and proceed directly to the Final Grade Approval Process.



### **Final Grade Stage**

This stage must be initiated by the homeowner within **one year** of the Rough Grade Approval. The rough grade has been left approximately 7 to 20 cm below final grade for topsoil placement. The topsoil should be smoothly spread out, compacted and ready for sod, liners, rocks etc. If rocks, wood chips, or other porous decorative material is planned, the clay base (rough grade) must be raised to final grade before placing the decorative material. Rock or wood chips do not make up for the 7 to 20 cm of final grade, since surface water can flow through those materials.

### **Final Grade Approval Process**

1. The homeowner has the lot surveyed (on sod or topsoil) by an Alberta Land Surveyor, Professional Engineer or Registered Architect who prepares a Plan of Certification of As-built Grade (Lot Grading Certificate).
2. The Lot Grading Certificate is submitted to The City of Edmonton Drainage Services. Digital submissions are preferred and if paper versions are submitted they will be scanned. The homeowner must provide information on their preferred method of contact to receive a Lot Grading Inspection Report. The methods of contact are: fax, e-mail or mail.
3. A Lot Grading Inspector conducts a site inspection to verify that the lot is graded in accordance with the approved Lot Grading Plan. This is usually done within three working days from receipt of the certificate, depending on workload and weather conditions.
4. An Inspection Report is sent to the homeowner, indicating that the Final Grade has been approved or that deficiencies exist.
5. If deficiencies exist, the homeowner must correct the deficiencies within 60 days and notify Drainage Services for a re-inspection. If the lot grading inspector has requested the submission of a new Lot Grading Certificate to verify corrections or to provide additional information, a re-inspection can't occur until receipt of the new Lot Grading Certificate.
6. When the Final Grade is approved, the owner will be sent an approval report and a copy of the Lot Grading certificate.

**NOTE:** If you have a landscaping deposit with Rohit, you are required to get your final grade approval and certification. Once complete, forward to the Rohit office and your deposit will be released.