



Community Development Department

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Residential Building Permit Application Site and Grading Plan Checklist – Engineering

The following list of items represents Engineering requirements for any plot plan, site plan, grading plan, etc. accompanying a residential building/grading permit application submitted to the Community Development Department.

1. Existing topography on City of Petaluma datum and reference source (Including adjacent parcels and street frontages)
2. Building pad elevation(s) and pad elevation certification
3. Finished floor elevation(s) of garage level and other parking facilities
4. Proposed site grading/finished spot grade elevations
5. Finished surfaces (concrete, asphalt concrete, etc.)
6. On-Site surface drainage patterns (including adjacent parcels and street frontages)
7. Typical swale details showing the drainage relationships between structures, property lines, fences, on-site sidewalks, etc.
8. Top of curb elevations at property corners
9. Finished surface slopes and/or retaining walls
10. Existing or new frontage improvements (curb, gutter, sidewalk, fire hydrant, street light, catch basin, etc.)
11. Driveway with gradient (including parking and turnaround facilities)
12. Sewer lateral (including type and size of pipe)
13. Water service with meter (including type and size of pipe and meter). Certain areas require an air-gap water pressure booster pump system
14. Storm drain pipe (including type and size of pipe and discharge location)
15. Boundary information including property line bearings and distances (reference source of boundary information shown).
16. Dimensions from property lines to existing and proposed structures and setbacks
17. Existing and proposed easements
18. North arrow/written and bar scale
19. Erosion and sediment control measures

The following notes shall be shown on all plans:

1. All on-site swales shall be designed, constructed, and permanently maintained by home-owners such that they function properly and no lot to lot drainage occurs.
2. All work within the public right of way including public easements, requires an Encroachment permit from Engineering.