



Land Use Services Department
Building and Safety Division
Land Development

Grading Plan Review Comment Check List

Application #:

Site Address:

APN:

Applicant/Contact:

Applicant Phone:

Applicant Email:

Plan Check Engineer:

Plan Check Engineer Phone:

Plan Check Engineer Email:

1st Review: Click for date. **2nd Review:** Click for date. **3rd Review:** Click for date.

The project plans/documents have been reviewed for compliance with the following codes and standards: 2022 CBC Appendix J with amendment & San Bernardino County Code of Ordinances, unless stated otherwise. The applicant is solely responsible for the compliance of all other applicable Federal and State codes.

Your application for a grading permit, together with plans and specifications, has been examined and you are advised that the issuance of a permit is withheld for the reasons hereinafter set forth. The approval of plans and specifications does not permit the violation of any section of the building code, or other County of San Bernardino ordinances or laws.

STANDARD

- Please group all related sheets into a **single** file (i.e. Plans Package, Calcs Package) for resubmittal. Noncompliance **may** result in delays in the plan review process.
- Provide a written response indicating how each comment was resolved on the plans. Be as specific as possible especially if the revisions are not clouded. Failure to submit a detailed response letter will delay the review of your project.
- Grading Plan Reviews shall expire **180 days** from the date of filing.
- Comply with all comments on the marked plans and plan review comment check list as listed below. Additional comments and clarifications may apply following review of the revised plans, calculations, and related documents.
- Final drawings approved for permit issuance, shall be signed by appropriate California licensed design professional(s). Electronic signatures are acceptable.
- The plan checker is available by phone or email at the phone number and email listed above. **Please contact the plan check engineer if you have any questions.**

References:

- 1) SBC Grading Notes, SBC Erosion Control Notes, SBC Erosion and Sediment Control Certification are available at:
<https://lus.sbcounty.gov/land-development-home/grading-and-erosion-control/>
- 2) All County Std Plans are available at:
<https://dpw.sbcounty.gov/county-standard-plans>
- 3) IB-0016 Joshua Tree is available at:
<http://www.sbcounty.gov/Uploads/LUS/BandS/Handouts/IB-0016.pdf>
- 4) SBC Detention Basin Design Criteria is available at:
<https://www.sbcounty.gov/Uploads/lus/PW/DETENTIONBASINDESIGN.pdf>
- 5) Stormwater Facility Mapping Tool is available at:
<https://sbcountypdw.maps.arcgis.com/apps/webappviewer/index.html?id=302f46bbc77143519782936a535d0cfc>
- 6) Public San Bernardino County Map Viewer is available at:
<https://sbcounty.maps.arcgis.com/apps/MapSeries/index.html?appid=f5a50c44766b4c36a3ae014497aa430d>
- 7) FEMA SFHA Maps are available at:
<https://msc.fema.gov/portal/home>
- 8) DWR Best Available Map for floodplains is available at:
<https://gis.bam.water.ca.gov/bam>

C = Completed	N/A = Not Applicable
R = Required (Not submitted)	I = Incomplete (Submitted but incorrect/incomplete)

A. GENERAL

No.	Description	REVIEW #			
		1	2	3	4
1	Plan preparer: Name, Address, Phone No., and Professional Registration Number				
2	Owner's Name, Address and Phone No.				
3	Soils Engineer's Name, Address and Phone No.				
4	Engineering Geologist's Name, Address, and Phone No.				
5	Grading Permit Number and Project Address				
6	Legal Description and APN				
7	Vicinity Map				
8	North Arrow and Proper Scale with bar scale (Engineer scale – 10, 20, etc.)				
9	Legend				
10	County Benchmark (if project within Flood Zone)				

11	Property Lines (including bearings and distances)				
12	San Bernardino County Grading Notes				
13	"Off-site" Private Property Owner Permission (signature(s) must be notarized) for entry and grading				
14	Cut/ Fill/Over-Excavation Volumes including supporting documents				
15	Geotechnical Report (CBC J104.3)				
16	Geology Report				
17	Grading Plans Signed by Soils / Geologist Engineers (on final plans) with note that plans have been reviewed and conforms to recommendations of soils engineer/geologic report. (CBC J104.3)				
18	Liquefaction Study Ss>0.5g (CBC J104.4)				
19	Hillside Grading Review by Planning (Existing slope >15% AND one the four additional criteria SBC 83.08.020.b)				
20	WDID# if disturbed area 1 acre or more (SBC 85.11.030.c)				

B. EXISTING CONDITIONS

No.	Description	REVIEW #			
		1	2	3	4
1	Existing Topography by a PLS or qualified RCE				
2	Existing Contours with Elevations (in parentheses) at least 15 feet beyond property lines (100 feet for subdivision). Max. 2-foot interval unless approved with higher interval. (SBC 87.06.040.a)				
3	Existing Private and Public Easement(s), Public Right-of-ways and Patent Reservation(s)				
4	Natural drainage course and/or Blueline Stream (SBC 83.08.030.b.1)				
5	Joshua Tree(s) (IB-0016)				
6	Compliance with Composite Development Plan notes (From Approved Maps)				
7	Location & type of any private sewage disposal system (For reference only)				

C. PROPOSED CONDITIONS

No.	Description	REVIEW #			
		1	2	3	4
1	Finished Grade Contours (Solid Lines) 1-foot contour for slope <10%. 5-foot contour for slope ≥ 10%				
2	Spot Elevations, Pad Elevations, Finished Floor elevations and flowlines				

3	Level Grade Slope (2% min on unimproved surface)				
4	Grading and Over-excavation limits				
5	Proposed Road Dedications				
6	Proposed Easement				
7	Geotechnical Report recommendations (CBC J104.3)				
8	Arborist report for existing Joshua Tree within 40 feet of graded area (IB-0016)				
9	Erosion Control for Cut/Fill slopes (CBC J110)				
10	Tops and Toes of slopes				
11	Join Lines (Daylight Lines) – Must be within subject property				
12	Transition Lines (Cut and Fill Line)				
13	Cut and Fill Slopes				
14	Rounding Cut Slopes				
15	No Cut or Fill Slope Shall Divide Horizontal Property Lines				
16	Fill slope toeing onto 2:1 natural slope				
17	Max. Cut slope 2:1 except as in Section J106 of CBC (CBC J106.1)				
18	Max. Fill Slope 2:1 unless justified by Geotechnical Report (CBC J107.6)				
19	Benching (CBC J107.3)				
20	Key for benches (CBC J107.3)				
21	Slope Setbacks from Property Lines (CBC Fig. J108.1)				
22	Retaining walls elevations: Top of wall, top of footing, etc.				
23	Location & type of any private sewage disposal system (For reference only)				

D. DRIVEWAY APPROACHES AND DRIVEWAY SLOPES (SBC 83.09.030-050)

No.	Description	REVIEW #			
		1	2	3	4
1	Legal and physical access to public right-of-way				
2	Location of driveway approach per Planning approved site plan or tentative map				
3	DPW encroachment permit required for driveway approach within County Maintained Roads				
4	Driveway approach type per County Std Plans: 128, 128A, 129, 129A or 129B				
5	Driveway approaches spacings per County Std Plan 130				
6	Driveway grade per County Std Plan 131				
7	Fire Dept. approval for driveway grades >12%.				

E. DRAINAGE

No.	Description	REVIEW #			
		1	2	3	4
1	Final Drainage Study, if available, matches with proposed grading plan				
2	Hydrology and Hydraulic Calculations if no Final Drainage Study				
3	Location of down spouts, roof drains, outlets, etc.				
4	Size and slope of pipes				
5	Retaining walls sub-drains and outlets				
6	Concentrate drainage discharge into an approved location (CBC J109.4)				
7	Drainage swale: Min. 2% within 10 feet of structure (CBC 1804.4)				
8	Slope away from structure: Min. 2% for impervious surface and 5% for pervious surface (CBC 1804.4)				
9	No increase in discharge to adjacent properties. Excess or concentrated flow contained on site or directed to an approved drainage facility with proper erosion control at discharge point (CBC J109.4)				
10	Sub-Drains for Canyon fills				
11	Terraces (CBC J109.2)				
12	Interceptor Drains (CBC J109.3)				
13	Drainage Dispersal Walls				
14	Outlet Structures / Ripraps				
15	Down Drains (CBC J102)				
16	Detention Basin per SBC Detention Basin Design Criteria				

F. FLOOD ZONE

No.	Description	REVIEW #			
		1	2	3	4
1	Project within FEMA SFHA Zone: A, AE, AO, X(Shaded), X(Unshaded) OR D (CBC J102.2)				
2	FEMA Elevation Certificate (SBC 82.14.050)				
3	DWR Best Available Map area of awareness for flood zones				
4	Big Bear Lake minimum pad elevation 6,747' M.S.L. (FCD-WRD)				
5	Balwin Lake minimum pad elevation 6,711' M.S.L. (UGS-WRI 26-74)				

G. EROSION CONTROL (SBC 35.0120)

No.	Description	REVIEW #			
		1	2	3	4
1	San Bernardino County Erosion Control Notes				
2	Protection of existing vegetation				
3	Soil stockpiling location				
4	Protection of construction materials from run-on and run-off				
5	Designated waste disposal area				
6	Perimeter control				
7	Protection for drainage inlets				
8	Washout location for concrete				
9	Location of stabilized construction entrance/exit				
10	Dust Control Regulation for desert areas (SBC 88.02.040)				
11	Completed Erosion and Sediment Control Certification Form				

H. OTHER APPROVALS (CONCURRENT OR APPROVED)

No.	Description	REVIEW #			
		1	2	3	4
1	Approved Discretionary Planning Projects				
2	Final Drainage Study				
3	Final PCMP or WQMP				
4	Retaining Wall Permit (ret. wall not attached to proposed bldg.)				
5	Conditional Grading Compliance (SBC Code 83.04)				
6	Encroachment/Construction Permit from Public Works Department				
7	Fire Dept approval for driveway grades over 12% and design layout				
8	Lack of Confirmed Legal Access Hold Harmless Letter (SBC Code 84.21.030(j)C)				
9	Lake and Streambed Alteration Agreement from Dept. of Fish & Wildlife				
10	Mining Approval				

Additional Comments: