

Planning & Building Agency  
Building and Safety Division  
20 Civic Center Plaza  
P.O. Box 1988 (M-19)  
Santa Ana, CA 92702  
(714)-647-5800  
www.santa-ana.org

## GRADING PERMIT REQUIREMENTS FOR DETACHED ADU PROJECTS

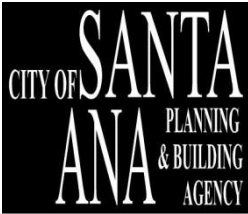
PCC-15

A grading permit is required for all new detached buildings including new detached Accessory Dwelling Unit (ADU) projects. Grading plans prepared and stamped by a registered professional engineer shall be submitted for approval prior to issuance of the building permit, and shall be required to be submitted before or concurrently with the architectural plans submittal to the Building Safety Division.

**Grading Permit Exemption:** Residential detached Accessory Dwelling Unit (ADU) projects that meet all of the following may be exempted from grading permit requirements:

1. The maximum amount of soil being moved is less than 50 cubic yards. The soil quantities shall be calculated by a California registered professional civil engineer
2. A site drainage plan prepared by a California registered professional civil engineer shall be provided with the following minimum information, but not limited to:
  - a. Plan(s) shall be stamped, signed and dated by a California registered civil engineer
  - b. Location of all existing and proposed structures, property lines, right-of-way lines, and easements, including dimensions and setbacks
  - c. Drainage slopes and flow patterns
  - d. Drainage system such as swales, french drains, water collection and disposal system, etc.
  - e. Drainage plan shall indicate how the site grading or drainage system will manage all surface water flows to be diverted away from buildings and adjoining property lines, in accordance with all applicable codes
  - f. The grade shall fall not fewer than 6 inches within the first 10 feet from the foundation wall. Where lot lines, walls, slopes or other physical barriers prohibit 6 inches of fall within 10 feet, drains, or swales shall be constructed to ensure drainage away from the structure. Impervious surfaces within 10 feet of the building foundation shall be sloped not less than 2 percent away from the building.
3. A final certification letter from the professional engineer of record stating that the grades were constructed per the approved site drainage plan, shall be submitted to the building inspector prior to final inspection
4. The "Detached ADU Grading Permit Exemption Checklist" shall be completed by the California registered professional civil engineer and shall be made a part of the building plans.
5. The site drainage plan and the completed checklist shall be required at the time of architectural plans submittal as part of the building plans package.

The building official reserves the right to require a grading plan based on site conditions. This grading permit exemption does not apply to projects in the FEMA Flood Zone.



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## DETACHED ADU - GRADING PERMIT EXEMPTION CHECKLIST

PCC-16

**THIS FORM SHALL BE COMPLETED BY A CALIFORNIA REGISTERED CIVIL ENGINEER.**

**Instructions:** In order to qualify for the grading permit exemption for detached Accessory Dwelling Unit (ADU) projects per handout PCC-15, the registered civil engineer of record shall complete all sections, check all boxes and sign the certification section below. A copy of this checklist shall be attached to each of TWO sets of plans. **If answering NO to any of the questions, a grading plan and permit shall be required.**

**Project Address:** \_\_\_\_\_

	Yes	No	
1.	<input type="checkbox"/>	<input type="checkbox"/>	I have verified that the project address is NOT located on a FEMA designated flood zone (Zone A or AE).
2.	<input type="checkbox"/>	<input type="checkbox"/>	I have provided two sets of site drainage plans that is stamped, signed and dated by a California professional civil engineer, to be submitted with the building submittal package.
3.	<input type="checkbox"/>	<input type="checkbox"/>	I have calculated the total amount of soil being cut or filled on this project is less than 50 cubic yards.
4.	<input type="checkbox"/>	<input type="checkbox"/>	The site drainage plans include the following, but not limited to, location of all existing and proposed structures, property lines, right-of-way lines, and easements, including dimensions and setbacks; drainage slopes and flow patterns, drainage systems such as swales, french drains, water collection and disposal systems, etc.
5.	<input type="checkbox"/>	<input type="checkbox"/>	I have designed drainage such that surface water flows away from buildings and adjoining property lines, in accordance with all applicable codes.
6.	<input type="checkbox"/>	<input type="checkbox"/>	I have designed grading such that it will not adversely affect the adjoining properties.
7.	<input type="checkbox"/>	<input type="checkbox"/>	I have designed the grade to fall not fewer than 6 inches within the first 10 feet from the foundation walls except where lot lines, walls, slopes or other physical barriers prohibit 6 inches of fall within 10 feet, I have designed drains or swales to ensure drainage away from the buildings. Any impervious surfaces within 10 feet of the building foundation are sloped not less than 2 percent away from the building.
8.	<input type="checkbox"/>	<input type="checkbox"/>	I will provide a final certification letter stating that the grades were constructed per the approved site drainage plan, and will submit this certification letter to the building inspector prior to final inspection.

**I certify under penalty of perjury under the laws of the State of California that the above is true:**

Print Name: \_\_\_\_\_ Signature: \_\_\_\_\_

Licensed Number: \_\_\_\_\_ Date: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_