Lot Grade and Site Service Checklist

**Municipal Address:** _______________________________________________________________  
**Legal Description:** _______________________________________________________________

**Contact(s) for reports (emails or fax):** ___________________________________________  
**Project Number:** _______________________________________________________________

**Builder Name/Address**  
_________________________________________________________

**Builder representative**  
_________________________________________________________ (name and position)  
_________________________________________________________ (cell phone/ email)

**Lot Grading Company**  
_________________________________________________________ (name and position)  
_________________________________________________________ (cell phone/ email)

**GRADING CHECK-LIST**

1. **Type of Drainage Design**
   1.1) Type A rear to front (2-3% slope) ________ (A)
   1.2) Type B rear to front (3-6% slope) ________ (B)
   1.3) Type C rear to front (> 6% slope) ________ (C)
   1.4) Type D standard split (1.5%) ________ (D)
   1.5) Type W walk-out ________ (W)
   1.6) Transition Lot (between walk-out and standard split) ________ (W/D)
   1.7) Type A, B, C or D adjacent to a flanking lot where the rear lot is graded to create a common swale on the rear P/L

2. **Condition of Lot**
   2.1) Clay, silt, or mixed (native to the site) ________ (Y)
   2.2) Ready for Final Grading – building/concrete completed, no debris ________ (Y)
   2.3) Power service to rear detached garage installed and backfilled ________ (Y)

3. **Foundation Grading** 10% min. for 2 meters, or 15 cm drop to P/L
   3.1) No rocks >20mm, no organic or imported granular material ________ (Y)
   3.2) Positive drainage from building - LEFT ________ (Y)
   3.3) Positive drainage from building - RIGHT ________ (Y)
   3.4) Positive drainage from building - FRONT ________ (Y)
   3.5) Positive drainage from building - BACK ________ (Y)
   3.6) Top of foundation wall - cm above rough grade –  
        3.6)1. BACK ________ cm  
        3.6)2. FRONT ________ cm

4. **Window Wells** - minimum 10 cm (final grade material and exposed window well lip)
   4.1) Left front - cm above rough grade at the wall ________ cm
   4.2) Left rear - cm above rough grade at the wall ________ cm
   4.3) Right front - cm above rough grade at the wall ________ cm
   4.4) Right rear - cm above rough grade at the wall ________ cm
   4.5) Back left - cm above rough grade at the wall ________ cm
   4.6) Back right - cm above rough grade at the wall ________ cm
   4.7) Front left - cm above rough grade at the wall ________ cm
   4.8) Front right - cm above rough grade at the wall ________ cm

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5. **Backfill Decks and Steps**
   4.1) Front - 10% slope
   4.2) Back - 10% slope

6. **Foundation Service** (weeping tile drainage system)
   6.1) Sump discharge pipe connected to Foundation service riser pipe
   6.2) Roof drainage pipes (downspouts) discharge to grade

7. **Storm Service** (roof and weeping tile drainage systems)
   7.1) Sump discharge pipe connected to Storm service riser pipe
   7.2) Downspouts connected to Storm service riser pipes

8. **Grade Design Tolerance**
   8.1) Rough as-built elevations within design tolerance (-7cm to -20 cm)
   8.2) Final as-built elevations within design tolerance (+ or – 10 cm)

9. **Drainage Swales** (common and internal) and **Property Line Grading**
   9.1) Left - swale minimum 1.5% slope
   9.2) Right - swale minimum 1.5% slope
   9.3) Rear internal swale - minimum 1.5% slope
   9.4) Rear P/L - consistent slope from side-to-side
   9.5) Side-lot access walkways located to provide 15 cm drain space
   9.6) Front driveway located to provide 15 cm drain space
   9.7) Side lot fences located to provide 15 cm drain space

10. **Clay Cap at Rough Grade** (maximum 1.0 meter)
    10.1) Front sidewalk / curb
    10.2) Rear lane

11. **Garage Slab Design Elevation Tolerance** (at or above design)
    11.1) Front attached design as-built =/ + (m)
    11.2) Rear detached design as-built =/ + (m)

12. **Drainage Right-of-Way**
    12.1) Grass swale graded and sodded
    12.2) Concrete swale clear of soil / debris

13. **Restrictive Covenants**
    13.1) Irrigation systems prohibited
    13.2) Decorative ponds prohibited
    13.3) Grade changes prohibited
    13.4) Lowest opening of building is at, or above, design elevation

14. **Retaining Walls** (for walk-out or transition lots are generally indicated on the plot plan)
    14.1) Retaining wall - LEFT
    14.2) Retaining wall – RIGHT
    14.3) Calculated P/L elevation at back left corner of building
    14.4) Calculated P/L elevation at back right corner of building

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This checklist is provided as a guide to support a review of site conditions and servicing requirements prior to an application for grade approval. The City of Edmonton Development Services’ Lot Grading section may deny grade approval for a requirement, condition, deficiency or bylaw violation that is not on the above list.

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