

# INFILL LOT GRADING PLAN REQUIREMENT CHECKLIST

## The plan must be:

- Prepared and certified by a Professional acceptable to the City Manager (i.e. [Alberta Land Surveyor](#), [Professional Engineer](#), [Registered Architect](#), or [Professional Technologist](#))
- Drafted in metric units (metres) at 1:200, 1:250 or 1:300 scale on a 8.5" x 14" (legal size) sheet with "rear" of the property at the top of the page (This format supports the location references of the subsequent Lot Grading Inspection Reports)

## The plan must include:

- Title (i.e. Infill Lot Grading Plan)
- North Arrow
- Drawing scale
- Datum reference (one Alberta Survey Control Marker or other benchmark approved by the City)
- Municipal address, legal description and neighbourhood name
- Applicant or Builder name and email address (This is for company or builder names only. Do not include personal names and email addresses)
- Legend - identify / differentiate between existing and proposed design grading information
- Revision Table
- Locations and dimensions of survey boundaries, easements, right-of-ways, and restrictive covenants
- Adjacent street name(s)
- Location of proposed and/or existing structures (dwellings, garage/parking pads), including those on adjacent lands
- Location of proposed driveways, sidewalks, patios, decks
- Location of proposed internal (side yard and rear yard) and common property swales including slope (%), length (m) and flow direction arrows
- Location of retaining walls required to manage surface water within the property
- Location and details of all **existing** natural and constructed features, including those on adjacent lands that may affect surface drainage and lot grading design
  - Trees, watercourses, ditches
  - Embankments, top-of-bank and top-of-bank setback lines
  - Utilities (power poles, light standards, hydrants, etc.), bus stops
  - Retaining walls, sheds, etc.
- Existing geodetic elevations at:
  - Property lines (at approximately 5 m intervals)
  - Public right-of-way (edge of lane and back of City sidewalk or curb) at projected extensions of property lines
- Existing and/or proposed geodetic elevations at:
  - Property corners
  - Surface adjacent to front and rear corners of structures (dwelling and garage/parking pad), including on adjacent lands
  - Any other locations that may affect the lot grading (i.e. walk-outs)

## QUESTIONS?

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- Proposed geodetic elevations at:
    - Structures (dwelling and garage/parking pad) finished floor
    - Driveways, including the centreline slope (%) to the edge of asphalt
    - Swale high points, intermediate points (adjacent to building corners), break points and public right-of-way
    - Top of retaining wall (minimum 15 cm above proposed internal swale and 5 cm above adjacent surface grade)
  - Notes:
    - Grading is subject to approval by the City Manager
    - Roof downspouts shall be angled to discharge towards the swale in the direction of flow and shall not be directed onto adjacent property OR shall be directly connected to the storm service where required
- **Additional information may be required at the discretion of the plan reviewer**
  - **Design drawing submissions may be rejected in entirety for lack of critical information, conflicts, unresolved design problems, or incomplete submissions**

**Special lot grading design consideration may be given to:**

- Rural acreage properties
- Properties that cannot meet the intent of the Drainage Bylaw 18093
- Eliminating retaining walls by working with adjacent landowners to incorporate common property swales, which function for both the new development and the adjacent mature development
- Properties implementing [Low Impact Development \(LID\)](#) facilities

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