

## Lot Grading Inspector's Checklist

Inspectors will be looking to ensure that:

- Driveways and sidewalks are completed.
- The site is clean and free of debris and construction materials.
- The grading is uniform and free of ruts, depressions, or excess soil.
- Grading slopes away from foundation walls (Diagrams A and C).
- Swales are well defined to convey surface drainage off the lot (Diagrams C, E, and F).
- Side yards are graded, even if the adjacent lot is incomplete.
- Steps or decks are properly backfilled.
- Storm or foundation servicing complies with the design requirements. Contact EPCOR Water and Sewer Servicing to verify the servicing requirements of a property at 780-496-5444 or [wass.drainage@epcor.com](mailto:wass.drainage@epcor.com).
- Window wells are installed to final grade elevation.
- Grading matches the top of curb, City sidewalk, or the top of the paved lane (clay cap at Rough Grade Stage).

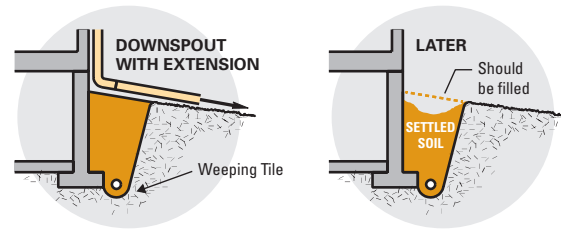


Diagram A

Diagram B

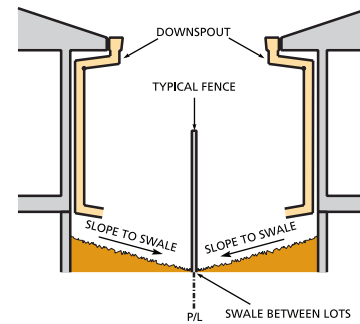


Diagram C

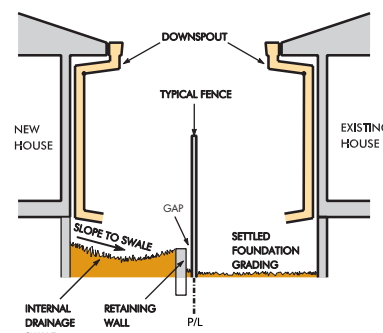


Diagram D

## Lot Grading Approval Procedure

### Step 1 – Obtain a Lot Grading Certificate

An Alberta Land Surveyor is hired by the property owner to survey the lot and prepare a lot grading certificate. The surveyor submits the certificate and the applicant's contact information to the City of Edmonton.

### Step 2 – Arrange a Lot Grading Inspection (pre-paid at Building Permit Stage)

Upon receipt of the **Lot Grading Certificate**, an inspector determines if the surface elevations are within acceptable tolerance of the design elevations approved by the City of Edmonton.

A site inspection will follow within five working days of processing the Lot Grading Certificate (workload and weather permitting) to verify that the property complies with:

- *Drainage Bylaw 18093 requirements for surface drainage, sewerage system usage, and lot grading plan, and*
- *terms of any restrictive covenant easement agreement or utility right-of-way in which the City has an interest.*

House construction (including driveways and walkways) must be complete. A Lot Grading Inspection Report will be issued within one working day of the site inspection.

If the grading does not meet the minimum requirements, deficiencies must be corrected and a reinspection arranged within 60 days (unless otherwise noted). Applicants are sent notification when the grading has been approved.

Lot Grading Inspection fees are collected by the Development Services section at the City of Edmonton when you apply for the Development and Building Permit. The fee covers the cost of the first two Rough Grade and first two Final Grade inspections. If a re-inspection is required, fees must be paid in advance by the Applicant or Owner. Visit [edmonton.ca/lotgrading](http://edmonton.ca/lotgrading) for more information.

## For More Information

**Final Lot Grading** – refer to the Lot Grading Inspections Final Grade Stage brochure.

### Mailing Address:

**Edmonton Service Centre**  
2<sup>nd</sup> Floor, Edmonton Tower  
10111-104 Avenue NW  
Edmonton, AB, T5J 0J4

### Lot Grading

311

7 a.m. – 7 p.m.

Seven days a week (except statutory holidays)

[lot.grading@edmonton.ca](mailto:lot.grading@edmonton.ca)

[edmonton.ca/lotgrading](http://edmonton.ca/lotgrading)

**EPCOR Water Services Inc.,  
Infill Water and Sewer Servicing**  
780-496-5444  
[wass.drainage@epcor.com](mailto:wass.drainage@epcor.com)

**EPCOR Drainage Flood Prevention Home  
Check-up Program:**  
780-944-7777  
[floodprevention@epcor.com](mailto:floodprevention@epcor.com)  
[epcor.com](http://epcor.com)

# Lot Grading Inspections

## Residential Properties



## Lot Grading

The City of Edmonton Drainage Bylaw 18093 regulates surface runoff of stormwater on private land and includes a schedule of penalties for surface drainage offences. The City approves surface elevations and grades in two stages: **Rough Grading** and **Final Grading**. The completion of both stages is the responsibility of the property owner.

## Rough Grade

This stage means shaping the lot approximately 7 to 20 cm below the proposed Final Grade elevations to create a drainage template for final grading and landscaping. Applications for Rough Grade Approval should occur within 18 months of the issuance of the building permit.

## Final Grade

This stage means placing and shaping 7 to 20 cm of topsoil to landscape the lot and create the final surface drainage pattern. Final Grade Approval must occur within 12 months of Rough Grade Approval, within 60 days of the final grading being completed, or within 30 months of a building permit being issued for the premises.

Owners of lots adjacent to stormwater management lakes, walkways, or ravines must comply with the terms of any easements, right-of-ways, caveats, or restrictive covenants registered on title.

## Lot Grading Inspectors

Lot Grading Inspectors carry photo identification and are responsible for enforcing the bylaw by:

- inspecting and approving rough and final grading for all new developments and
- identifying lot grading and drainage offences in response to complaints from property owners.

## Infill Housing Development

Infill development often presents unique challenges that require specific attention. An application for an infill development permit must be accompanied by

a proposed Lot Grading plan for any property where an approved Lot Grading plan does not exist.

Lot Grading Plans must be approved by the City of Edmonton prior to the construction of any buildings, additions to buildings, or alterations of surface drainage on the premises as per Drainage Bylaw 18093 and Zoning Bylaw 12800.

When formulating your lot grading design plans, collaboration with adjoining property owners could minimize costs associated with stormwater control. Create a Lot Grading Plan that defines how your lot will convey surface runoff to a City right-of-way without flowing onto adjacent private properties.

- Confirm the site servicing requirements for roof drainage and subsurface water drainage. Contact EPCOR Water Services Inc., Infill Water and Sewer Servicing at 780-496-5444 or email [wass.drainage@epcor.com](mailto:wass.drainage@epcor.com) for information relative to an existing storm service and for options to dispose of subsurface water from the foundation drainage system.
- Internal Swales must be designed to provide a minimum slope of 1.5%, a minimum width of 15 cm and depth of 10 cm for surface runoff.
- Retaining walls are constructed to support any elevation difference between a developing property and an adjacent private property (Diagram D). Retaining walls must be constructed of concrete or a minimum 10cm x 15cm (4" x 6") pressure-treated timbers, must be self supporting and must project below the existing ground elevation of an adjacent property. Timber walls require a dimpled waterproof membrane.
- Common property swales (Detail C) are possible where abutting properties are suitably graded.
- Plan the demolition and reconstruction processes to ensure interim control of surface runoff during all phases of the redevelopment project. Including creating internal drainage swales and controlling roof, downspouts and sump pump discharge. Directing or allowing surface runoff to flow onto adjacent private property is a bylaw violation.

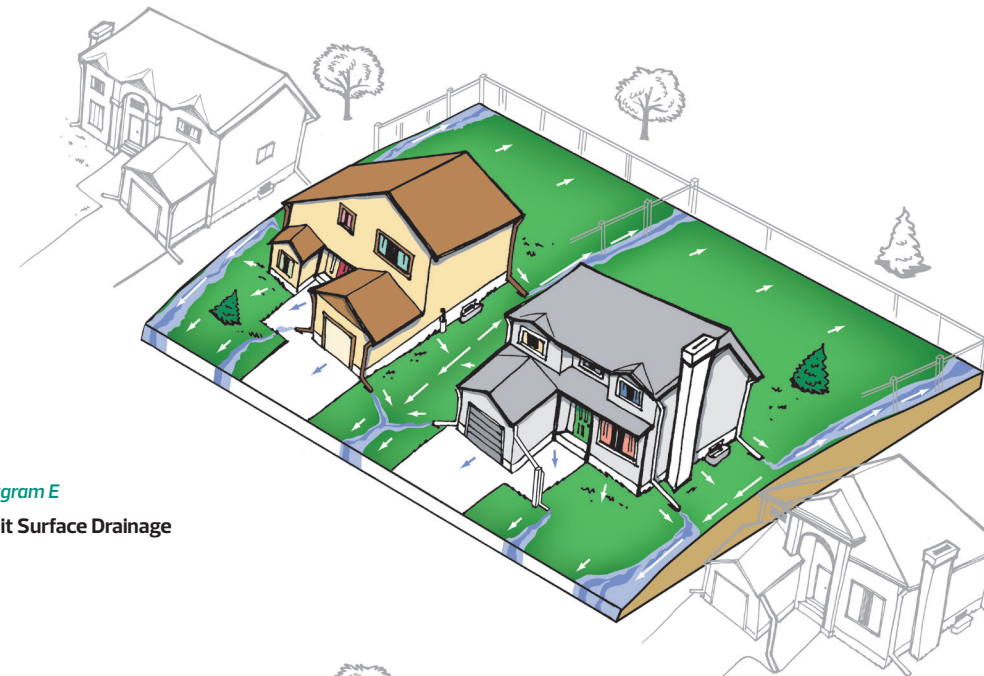


Diagram E

Split Surface Drainage

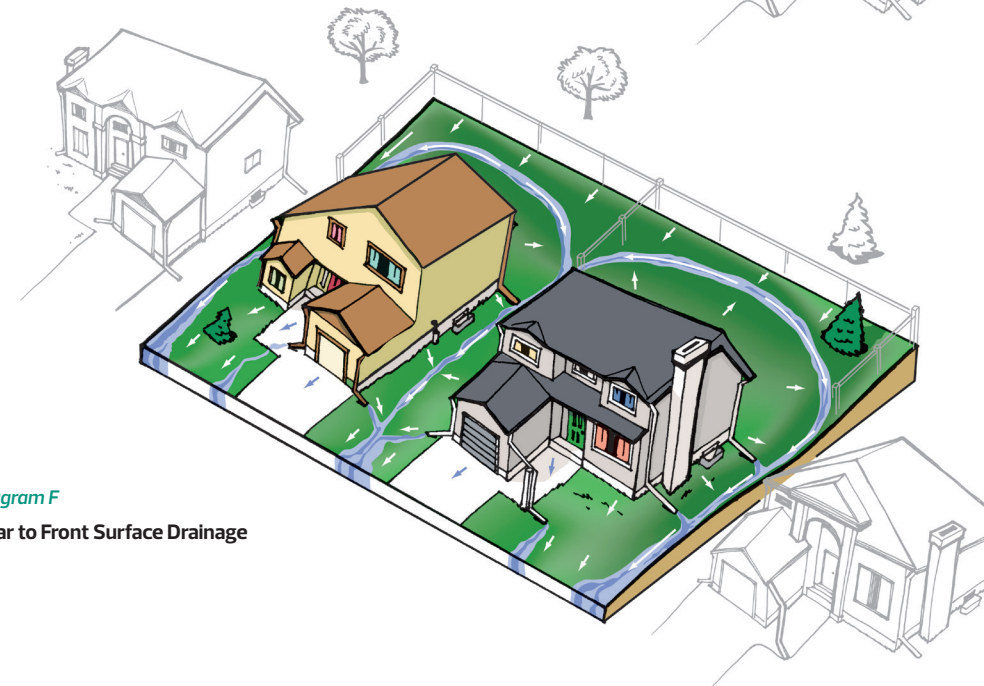


Diagram F

Rear to Front Surface Drainage

## Things to Remember

- Property owners do not need to be present for a lot grading inspection.
- Check for settlement adjacent to foundation walls, including areas under decks and steps (Diagram B).
- Grade any drainage swales (Diagrams C, E, and F) or internal swales (Diagram D) at a minimum 1.5% slope to convey surface drainage to a City right-of-way.
- Repair settlements, especially under downspouts and sump pump discharges (Diagram B).
- Leave the downspout extensions in the down position and directed to discharge to a location where the water will drain to a swale and towards a City right-of-way (not towards a neighbour's lot).
- Pets should be properly secured and gates should be unlocked to allow for a trouble-free inspection.
- If a re-inspection is needed, the property owner must contact 311 (applicable fees apply).
- Workload and weather can impact inspection schedules.
- Property owners are responsible to maintain proper lot grading after approval has been issued for as long as they own the property.
- The City of Edmonton may at any time require maintenance on the lot grading if alterations or settlements result in lot grading problems.