

GRADING PLAN and SEDIMENT CONTROL PLAN
REVIEW PROCEDURES

SCD

- PAI transmittal letter
- 2 copies of the sediment control plans
- 1 erosion and sediment control information sheet
- 1 set of plans showing existing and proposed drainage areas to all sediment control devices
- 2 sets of design computations (if required)
- The sediment control review fee and voucher

DEPS – Department of Environmental Protection and Sustainability – Stormwater Engineering

- Transmittal letter
- 3 copies of the sediment control plans (1 copy goes to EIR – Environmental Impact Review)
- 3 copies of the final grading plans (1 copy goes to EIR – Environmental Impact Review)
- 1 completed copy of the final grading plan review checklist

PAI – Permits Approvals and Inspections – Development Plans Review and Recreation and Parks
Review

- Transmittal letter
- 1 copy of the sediment control plans
- 1 copy of the final grading plan

- Recreation and Parks Transmittal Letter
- 2 copies of the final grading plans (residential only)

PAI distributes 3 copies to DEPS, Stormwater Engineering; and PAI, Development Plans Review (DPR), gets 1 copy; and 2 copies to Recreation & Parks C/O DPR.

SCD performs technical review of the sediment control plans in first review cycle, then calls the design engineer for pick-up

PAI, Development Plan Review performs technical review of grading plans for coordination with proposed public work improvements, then calls the design engineer for pick-up. Copies of Development Plan Review results are sent to DEPS, Stormwater Engineering.

RECREATION & PARKS performs technical review of grading plans for Open Space requirements then calls the design engineer for pick-up. Copies of Recreation & Parks comments are sent to DEPS, Stormwater Engineering.

DEPS, Stormwater Engineering distributes 1 copy of grading and 1 copy of sediment control plans to Environmental Impact Review. Stormwater Engineering performs technical review of grading plans. Environmental Impact Review performs technical review of grading and sediment control plans and sends their comments to Stormwater Engineering. Stormwater Engineering calls the design engineer and tells them their plans have been sent to PAI for pick-up. Revised plans with mark-ups from previous reviews and checklists are sent back to Agency's in individual packages with transmittal letter to PAI, which forwards to SCD, PAI, Developer's Engineering and Recreation & Parks, and DEPS Stormwater Engineering. Each county agency will notify by writing their approval of the plan to Department of Environmental Protection and Sustainability, Stormwater Engineering before plan is approved for grading. Stormwater Engineering cannot approve grading plans prior to SCD's approval of the erosion and sediment control plans.

GRADING AND SEDIMENT REVIEW PROCEDURES

Updated 7-30-2012