



Building Department Comprehensive Lot Grading Plan Requirements

To confirm compliance with the requirements of the District's Zoning Bylaw, the Building Bylaw and the BC Building Code and to ensure accurate and efficient processing of building permit applications, the following information will need to be incorporated into the comprehensive lot grading plans as part of the subdivision servicing design drawings.

1. Infill Lots or Subdivisions

- a. For infill lots or where a subdivision creates no more than 2 new lots and does not require subdivision servicing drawing, a comprehensive lot grading plan is not required by the Building Department.
- b. If the Engineering Department requires the applicant to provide subdivision servicing drawings as part of their subdivision application then a comprehensive lot grading plan will be required and must meet the criteria detailed in either (2) or (3) below.

2. Urban Lot Subdivisions

A comprehensive lot grading plan is required to be provided in support of urban subdivisions. The following information is required to be included on the comprehensive lot grading plan. This is in addition to the lot grading requirements of the District's Engineering Department:

- a. Existing and proposed elevations at all lot corners
- b. Proposed grades at the corners of the building envelope of each proposed lot
- c. Existing grades on all adjacent lots to the proposed subdivision
- d. Location of any existing structures (dwellings, accessory buildings, retaining walls, etc) from the property lines. The grade elevations of those structures that are within 3.0m of the proposed subdivision or that could be impacted by the proposed development
- e. Garage slab elevations and driveway slopes from back of sidewalk
- f. Location of any retaining walls:
 1. Any retaining walls that cross multiple property lines must be designated as developer-built walls
 2. Any grade transitions between proposed building envelopes that are anticipated to be greater than 0.6m in height must be accommodated by use of retaining walls. These retaining walls must be designated as builder-built walls
 3. No other retaining walls are required to be shown on the lot grading plan except as those detailed in (a) and (b) above unless, in the opinion of the civil or geotechnical engineers, the installation of the retaining walls are critical for slope stability, drainage and/or lot creation
 4. Boulder retaining walls cannot be located between lots. These walls must be constructed of masonry units (allan block), concrete or wood cribbing. Boulder walls can be considered between lots, when installed on the low side property only, and if it can be demonstrated that the proposed house construction will have additional side yard setbacks



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5. Walls requiring any type of tie-back system (geogrid, wood ties, etc) must be located on the "high side" lot to avoid encroachment due to the tie-back system
- g. The general location of any engineered on-lot infiltration/detention systems must be shown. Offsets from property lines are not required
- h. Where drainage from a lot cannot be directed onto a municipal road allowance, lane, greenbelt or a park, a lawn basin shall be used to collect lot drainage and discharge it to the storm sewer service connection for the lot
- i. Water system normal pressure and residual pressure for house sprinkler system design. The information for the highest lot will generally be applicable to all lots
- j. Any other items that, in the opinion of the design engineer, are critical to the lot grading of the development

3. Suburban/Rural Lot Subdivisions

The following information is in addition to the lot grading requirements of the District's Engineering Department:

- a. Existing and proposed elevations sufficient to show the drainage routing for each lot
- b. Proposed elevations at the building envelope. The proposed building envelope size must be based on the anticipated type of house construction based on recently constructed homes in the area of similar lot size. The typical building envelope must still comply with the requirements of the District's Zoning Bylaw for setbacks
- c. Existing grades on all adjacent lots to the proposed subdivision
- d. Location of any existing structures (dwellings, accessory buildings, retaining walls, etc) from the property lines. The grade elevations of those structures that are within 3.0m of the proposed subdivision or that could be impacted by the proposed development
- e. The design engineer must demonstrate that all the building sites created are adequately drained and that no adverse drainage impacts will be created on properties adjacent to the subdivisions
- f. Any retaining walls that cross multiple property lines must be designated as developer-built walls
- g. Any retaining walls that are required due to address drainage, grade transitions between lots or slope stability issues must be shown and identified as builder-built walls
- h. Identification of any existing drainage patterns that may impact the proposed subdivision
- i. Any other items that, in the opinion of the design engineer, are critical to the lot grading of the development