



LAKE HAVASU CITY

Community Investment Department
2330 McCulloch Blvd. North ♦ Lake Havasu City, AZ 86403

RESIDENTIAL (SINGLE FAMILY/DUPLEX) GRADING PERMIT REQUIREMENTS & GUIDELINES

STORMWATER MANAGEMENT

Provisions for all stormwater management activities shall be in compliance with the Lake Havasu City Stormwater Management Program Development and Permitting Policies and Procedures

Ordinances of Lake Havasu City governing grading activities are summarized here and shall not be considered all inclusive of the requirements for obtaining a grading permit. Please refer to the applicable section of the ordinance for complete rules.

A grading permit is required prior to performing any grading, except as specifically exempted below. These requirements are based on Appendix J of the International Building Code, 2006 Edition and as amended by ordinance.

Permit Exception:

- An excavation that is less than two feet in depth or a fill less than one foot in depth and placed on natural terrain with a slope less than one unit vertical in five units horizontal or less than three feet in depth, located in an area where structures are not allowed, that does not exceed 50 cubic yards on any one lot and does not obstruct a drainage course.
- An excavation for construction of a structure permitted under this code (i.e. footings, etc.)
- Cemetery graves.
- Refuse disposal sites controlled by other regulations.
- Excavations for wells or trenches for utilities.
- Exploratory excavations under the direction of a registered design professional.
- Exemption from the permit requirements under Appendix J shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of the IBC or any other laws or ordinance of this jurisdiction.

Grading Permit Submittal Requirements

Two (2) of each of the following plans shall be submitted for issuance of a grading permit. If space allows, the information required on each of the listed plans can be combined onto a single plan as long as the overall plan is legible.

- All plans shall include the following; Owner's name, address, and telephone number, street address, legal description, scale, north arrow, and street names.

Survey (Topographic) Plan

- Plan shall include the existing topography of the lot or parcel of land.
- Indicate building setback point elevations.
- Indicate all building setbacks.
- Indicate all easements.
- Indicate the lot dimensions (all sides).
- Plan must be sealed by an Arizona Registered Land Surveyor.

Erosion and Sedimentation Plan

- All plans shall describe and locate erosion & sediment control measures to be employed during construction as well as for permanent site stabilization (i.e., property berm, straw waddles, silt fence, etc.).
- Vehicle tracking control measures shall be provided and shall remain in place until the residence is issued a Certificate of Occupancy.
- Control measures shall be installed at start of grading operation and shall be maintained through building construction to final site stabilization.
- Final site stabilization is considered when the property has been fully landscaped.
- All drainage shall be designed & graded to direct runoff to the street unless appropriately engineered facilities exist for the runoff to be routed to.

Grading Plan

- Grading for single family/duplex dwellings is described in Chapter 14.30.060 of the City Code.
- A grading plan shall show the existing grade and finished grade contour in one foot intervals. The plans shall show the existing grade on adjoining properties in sufficient detail to identify how grade changes will conform to the requirements of this code.
- No grading outside of property lines (grading in public right-of-way is prohibited).
- Proposed finished pad elevations shall also be shown.
- Indicate areas of proposed slope (maximum slope is 2:1).
- On upward facing sloped lots an exception to this requirement shall be made for single family/duplex dwellings not seeking an average lot grade above that established by adding the grade elevations at the intersection of the setback corners and dividing by the number of corners.
- No grading is allowed in a PUE or DE w/o written authorization from the appropriate utility company. The completed "Easement Encroachment Form" shall be supplied with the plans prior to permit approval.
- Lots requiring a cut/fill of more than 5,000 cubic yards shall require an engineered grading plan, sealed by an Arizona Registered Engineer.
- Lots one acre or more are required to submit to ADEQ and obtain an NOI number which shall be provided with the grading plan.

Exceptions

- Grading involving less than 5000 cubic yards shall not require a soils report unless site is intended for an essential facility per IBC Table 1604.5.
- Single family/duplex dwellings are not required to comply with figure J108.1 pursuant to the following conditions:
 - The top of cut slopes may be made at the site boundary line. Drainage must be directed away from on-site structures.
 - The toe of a fill slope may be made at the site boundary line. A minimum six inch high by sixteen inch wide berm shall be provided at the top of the slope to divert drainage from adjacent properties.
 - An exception to Section J108.2 (Top of Slope) shall include an exception for one and two family dwellings.
 - On single family/duplex dwelling lots, cut and fill slopes no steeper than two horizontal to one vertical and not subject to site drainage shall not require erosion control.

Required Inspections:

- Contractor shall call the IVR system at (928) 855-3816 to set up an initial inspection of the erosion and sediment control measures at the beginning of the grading operation. Failure to schedule an initial grading inspection will result in “NO” inspection for any permit on that said property until initial inspection has been scheduled and approved.
- Erosion and sediment control measures shall be maintained through out the life of the construction project and will be inspected at every building inspection. Failure to maintain control measures will result in a failed inspection until they have been repaired.
- Contractor shall call the IVR system at (928) 855-3816 to set up a final grading inspection. The site shall be fully landscaped which is considered final site stabilization or have erosion and sediment control measures in place. Failure to have either one will result in disapproval.
- All inspections and inspector’s comments are tracked through the City’s HTE permitting system and are available upon request by any entity.

Additional Provisions

- An approved grading plan must be onsite when the inspector arrives to inspect the grading. **The approved plan onsite is there for the subcontractor's benefit, not the inspectors.** Failure to have the plan onsite will be cause for rejecting the job.
- Any work performed prior to issuance of a permit may be cause for additional permit fees being charged as per City Code 14.62.100.
- If height adjustment is being requested, a separate “Height Adjustment Application” must be completed along with an 8-1/2” x 11” of the PAD study sealed by an Arizona Registrant.