

City of Palm Desert  
Grading Checklist

NAME: \_\_\_\_\_  
ADDRESS: \_\_\_\_\_  
PROJECT NO: \_\_\_\_\_  
CHECK NO: \_\_\_\_\_  
DATE: \_\_\_\_\_

GENERAL INFORMATION/TITLE BLOCK

Add or verify:

- \_\_\_\_ 1. Lot number/block number/tract name or number
- \_\_\_\_ 2. Map book/page
- \_\_\_\_ 3. Legal description
- \_\_\_\_ 4. Assessor's parcel number
- \_\_\_\_ 5. Engineer's address/phone number
- \_\_\_\_ 6. Engineer's signature/date of signature
- \_\_\_\_ 7. Engineer's stamp/expiration date
- \_\_\_\_ 8. Preparation date
- \_\_\_\_ 9. Owner/builder's address and phone number
- \_\_\_\_ 10. Site address
- \_\_\_\_ 11. Case number
- \_\_\_\_ 12. City approval block
- \_\_\_\_ 13. Benchmark description and elevation
- \_\_\_\_ 14. Sheet number
- \_\_\_\_ 15. Sheet Title- "Grading Plan"
- \_\_\_\_ 16. Sheet Title- "City of Palm Desert"

GENERAL NOTES

- \_\_\_\_ 1. Change telephone numbers to those indicated
- \_\_\_\_ 2. Add new grading general notes
- \_\_\_\_ 3. \_\_\_\_\_

VICINITY MAP

Add or verify:

- \_\_\_\_ 1. Site location
- \_\_\_\_ 2. North arrow
- \_\_\_\_ 3. "Not to scale"
- \_\_\_\_ 4. Add street(s) indicated
- \_\_\_\_ 5. Change street name(s)
- \_\_\_\_ 6. Delete street(s) indicated
- \_\_\_\_ 7. Title- "Vicinity Map"
- \_\_\_\_ 8. Add Vicinity Map indicating site location

LEGEND

Add the symbol or abbreviation for:

- \_\_\_\_ 1. Existing contour
- \_\_\_\_ 2. Finish contour
- \_\_\_\_ 3. Existing slope
- \_\_\_\_ 4. Finish slope
- \_\_\_\_ 5. Existing grade
- \_\_\_\_ 6. Finish grade
- \_\_\_\_ 7. Finish surface
- \_\_\_\_ 8. Edge of existing pavement
- \_\_\_\_ 9. Top of pavement
- \_\_\_\_ 10. Top of curb
- \_\_\_\_ 11. Flowline
- \_\_\_\_ 12. Existing curb and gutter
- \_\_\_\_ 13. Pad Elevation
- \_\_\_\_ 14. Finish floor elevation
- \_\_\_\_ 15. Top of wall
- \_\_\_\_ 16. Bottom of wall/top of foundation
- \_\_\_\_ 17. Garden wall
- \_\_\_\_ 18. Retaining wall
- \_\_\_\_ 19. Wooden or chain-link fence
- \_\_\_\_ 20. Existing fence/wall
- \_\_\_\_ 21. Existing trees and shrubs
- \_\_\_\_ 22. Concrete
- \_\_\_\_ 23. Drainage swale
- \_\_\_\_ 24. High point
- \_\_\_\_ 25. Grade break
- \_\_\_\_ 26. Sheet flows
- \_\_\_\_ 27. Right-of-way
- \_\_\_\_ 28. Property line
- \_\_\_\_ 29. Centerline
- \_\_\_\_ 30. Add legend of common symbols used

GRADING PLAN

Add as indicated on check print:

- \_\_\_\_ 1. Existing contour(s) (symbol)
- \_\_\_\_ 2. Finish contour(s) (symbol)
- \_\_\_\_ 3. Existing slope(s) (symbol)
- \_\_\_\_ 4. Finish slope(s) (symbol)
- \_\_\_\_ 5. Existing grade(s) (abbrev.)
- \_\_\_\_ 6. Finish surface(s) (abbrev.)
- \_\_\_\_ 7. Finish grade(s) (abbrev.)
- \_\_\_\_ 8. Edge of existing pavement elevation(s)
- \_\_\_\_ 9. Top of pavement elevation(s) (abbrev.)
- \_\_\_\_ 10. Top of curb elevation(s) (abbrev.)
- \_\_\_\_ 11. Flowline elevation(s) (abbrev.)
- \_\_\_\_ 12. Pad elevation (abbrev.)
- \_\_\_\_ 13. Finish floor elevation (abbrev)
- \_\_\_\_ 14. Adjacent lot number(s) and elevation(s)
- \_\_\_\_ 15. Top of wall elevation(s) (abbrev.)
- \_\_\_\_ 16. Bottom of wall/top of footing elevation(s)
- \_\_\_\_ 17. Garden wall(s) (symbol)
- \_\_\_\_ 18. Retaining wall(s) (symbol)
- \_\_\_\_ 19. Retaining wall details and calculations
- \_\_\_\_ 20. Wooden or chain-link fence(s) (symbol)
- \_\_\_\_ 21. Clearance under wall(s) or fence(s) for drainage
- \_\_\_\_ 22. Existing wall(s) and fence(s) (symbol)
- \_\_\_\_ 23. Existing trees and shrubs (symbol)
- \_\_\_\_ 24. Berm(s) (symbol)
- \_\_\_\_ 25. Planter(s) (abbrev.)
- \_\_\_\_ 26. A/C and pool equipment pad(s)
- \_\_\_\_ 27. Concrete patio(s) and deck(s)
- \_\_\_\_ 28. Concrete flatwork (symbol)
- \_\_\_\_ 29. Concrete steps/ramp
- \_\_\_\_ 30. Asphaltic concrete (abbrev.)
- \_\_\_\_ 31. Existing (6") (8") curb and gutter (abbrev.)
- \_\_\_\_ 32. Curb return
- \_\_\_\_ 33. Sidewalk
- \_\_\_\_ 34. Street name(s)
- \_\_\_\_ 35. Power or telephone pole (symbol)
- \_\_\_\_ 36. Fire hydrant (symbol)
- \_\_\_\_ 37. Cut/fill quantities
- \_\_\_\_ 38. Section(s) (symbol)
- \_\_\_\_ 39. Section revision and additions
- \_\_\_\_ 40. \_\_\_\_\_ Public utility easement (abbrev.)
- \_\_\_\_ 41. Percent of slope(s)-minimum
- \_\_\_\_ 42. Sheet flows (symbol)
- \_\_\_\_ 43. Drainage swale(s) (symbol)
- \_\_\_\_ 44. High point (abbrev.)
- \_\_\_\_ 45. Grade break(s) (abbrev.)
- \_\_\_\_ 46. Top of grate/invert elevation(s) (abbrev.)
- \_\_\_\_ 47. Drywell and retention basin
- \_\_\_\_ 48. Area drain, catch basin or collector
- \_\_\_\_ 49. Drain pipe sizing, length and slope
- \_\_\_\_ 50. Bubbler, splash block or rip-rap
- \_\_\_\_ 51. Hydrology calculations
- \_\_\_\_ 52. Driveway
- \_\_\_\_ 53. "X" distance of driveway approach(es)
- \_\_\_\_ 54. Driveway width
- \_\_\_\_ 55. Driveway slope(s)
- \_\_\_\_ 56. Front setback
- \_\_\_\_ 57. Side and rear yard setback(s)
- \_\_\_\_ 58. Street dimension(s)
- \_\_\_\_ 59. Bearing(s)
- \_\_\_\_ 60. Distance(s)
- \_\_\_\_ 61. Radius, tangent, length and delta of curve(s)
- \_\_\_\_ 62. Datum (benchmark)
- \_\_\_\_ 63. North Arrow
- \_\_\_\_ 64. Scale
- \_\_\_\_ 65. Right-of-way (abbrev.)
- \_\_\_\_ 66. Property line(s) (abbrev.)
- \_\_\_\_ 67. Centerline(s) (abbrev.)
- \_\_\_\_ 68. PM 10 application
- \_\_\_\_ 69. \_\_\_\_\_