



Community Development Department

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Commercial / Industrial Building Permit Application Site and Grading Plan Checklist - Engineering

The following list of items represents Engineering requirements for any site plan, grading plan, etc. accompanying a commercial or industrial building/grading permit application to the Community Development Department. Grading only, underground utilities only or a combination of both can be submitted prior to building permits associated with a structure but the following information will be required regardless of the type of permit application. Any improvement plans for off-site work within the public right of way required with a commercial or industrial project shall be designed in accordance with the latest "Improvement Plan Preparation Checklist" available from Engineering.

1. Existing topography on City of Petaluma datum and reference source (Including adjacent parcels and street frontages)
2. Building pad elevation(s)
3. Finished floor elevation(s)
4. Proposed site grading/finished spot grade elevations and finished contours
5. Finished surfaces (concrete, asphalt concrete, landscaped areas, etc.)
6. Surface drainage patterns (including adjacent parcels and street frontages).
7. Finished surface slopes and/or retaining walls
8. Existing or new frontage improvements not associated with improvement plans (curb, gutter, sidewalk, fire hydrants, street lights, catch basins, etc.)
9. Driveway aprons, travel ways and parking facilities
10. Sanitary sewer system (including type, slope and size of pipes and connection points)
11. Domestic and fire protection water system (including type and size of services, meters, double check valve assemblies, etc. Refer to the City of Petaluma water system design and construction standards 800 series)
12. Storm drain system (including type and size of pipes and discharge locations)
13. Boundary information including property line bearings and distances (reference source of boundary information shown).
14. Dimensions from property lines to existing and proposed structures
15. Existing and proposed easements
16. North arrow/written and bar scale
17. Erosion and sediment control plan. Storm water pollution prevention plan if required

The following notes shall be shown on all plans:

1. All work within the public right of way including public easements, requires an Encroachment permit from Engineering.