

Revised: December 18, 2019

## **TECHNICAL BULLETIN - Engineered Lot Grading Requirements**

The following is a summary of when Engineered Lot Grading plans are required for review and approval by Development Engineering as part of a Building Permit Application.

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**Engineered Lot Grading** – is the Site Plan providing Grading / Drainage and Servicing detail, completed by a Competent Designer – Professional Engineer (P.Eng.), a Certified Engineering Technologist (C.E.T.) or an Ontario Land Surveyor (OLS) and approved by the Township's Development Engineering Department. \* **Design Checklist Attached**

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### **When Engineered Lot Grading Shall Be Required:**

For Single Detached, Semi-Detached & Townhouse Dwellings, Detached Accessory Buildings and Additions to Existing Buildings:

1. **All Lots** contained within an Unassumed Plan of Subdivision;
2. **All Lots** contained within an Assumed Plan of Subdivision;
3. **All Lots** defined as Infill Development – Urban / Settlement Areas / Rural (see 3.20.2);
4. **All Lots** defined as Waterfront / Shoreline Development Areas (see 3.20.3);
5. **All Lots** less than 0.20 hectares (0.5 acres) in size;
6. Additions having a ground floor area **in excess of** 22.3m<sup>2</sup> (240sq. ft.);
7. Accessory buildings having a ground floor **in excess of** 22.3m<sup>2</sup> (240sq. ft.);
8. Construction **closer than** 3.0 m (10 feet) to the property line;
9. Changes to existing grades (shaping / cut / fill) of **more than** 30cm (12") in elevation within 3.0m (10ft.) of the Property Line;
10. Changes to Driveway - location / width / length / grade;
11. Changes to Septic System - location / size / grade;
12. **Any lot** where the Chief Building Official / Manager, Development Engineering determines Engineered Lot Grading is required as part of a Planning Application or due to existing grades, driveway extensions, topography, slope stability issues, etc.

## When Engineered Lot Grading **IS NOT** required:

1. On **all other** lots where the lot has an area greater than 0.2 ha / 0.5 acre  
**and**
2. Where the proposed dwelling, addition or accessory building is **greater than** 3.0m / 10 ft. from a lot line;  
**and**
3. Where the addition or accessory building is **less than** 22.3m<sup>2</sup> (240sq. ft.);
4. On lots where **only** decks or porches / sun decks that are elevated (constructed above grade) are being applied for;
5. On lots where a building is being replaced (whether by fire or demolition) and is located **on the same footprint and** at the same elevations and grade;
6. For Agricultural buildings.

## Process:

Upon Township approval of and issuance of the Zoning Certificate and where applicable, Development Services staff will advise land owners or their agent of the following:

1. A Building Permit application is submitted;
2. The Engineered Lot Grading Plan is required at the time of Building Permit Application;
3. A Competent Designer (P.Eng., OLS, C.E.T.) is required to complete the Engineered Lot Grading Plan;
4. Engineered Lot Grading Plans are to be prepared in accordance with the Township of Oro-Medonte Development Engineering Policies, Process, and Design Standards (By-law 2016-068 – Revised Sept. 2019). The Township's internal design checklist is attached;
5. The fee of \$1,000.00 (or as the most recent Fees and Charges By-law requires) is payable upon submission of the Building Permit Application;

## Fees and Refund:

As per the amended fees by-law the applicable fee is \$1,000.00 (or as the most recent Fees and Charges By-law requires).

Once Final Lot Grading is completed, the Township shall undertake a Site Inspection for Final Grading Approval; any remaining portion of the fee shall be refunded to the Applicant.

## Engineered Lot Grading Design Checklist



Applicants Name: \_\_\_\_\_

Contact Information of Designer / Consultant: \_\_\_\_\_

Lot Info / Municipal Address \_\_\_\_\_

Submission Date: \_\_\_\_ / \_\_\_\_ / \_\_\_\_ Submission / Revision #: \_\_\_\_\_

Description	Yes	No	N/A
Signature / Seal of Lot Grading Plan Designer * Notice of Review and Approval by Engineer of Record in accordance with a Subdivision Agreement (if required) *			
Design Date and Submission #			
North Arrow and Key Plan			
Metric Scale of Drawing - of a typical engineering scale			
Geodetic Benchmark - Location and Elevation			
Dimensioned Property Limits / Boundaries and Lot Corner Elevations			
Location and Typical Detail of Silt and Sediment Control Measures			
Typical Swale Cross Section(s) – Side yard, Mid-yard and Cut-off (as req'd)			
Location, Elevation, Flow Direction and % Grade of all Swales			
Location of Engineered Fill			
Location of Environmentally Protected Areas / Waterbodies / Shoreline			
Location of Existing Trees to be Retained			
Top and Bottom of Slope / Topographic Detail (For Septic Location - As Necessary)			
Location and Type of all Utility Services (Natural Gas, Bell, Hydro and Cable TV etc.)			
Location of Municipal Water Service OR			
Location of Private Well and 15.0m Setback Radius			
Location of Municipal Sanitary Sewer Service OR			
Location of Private Sewage System – Septic Bed, Tank and Grade Elevations			
Location and Dimensions of Municipal or Utility or Drainage Maintenance Easements			
Driveway - location, proposed % grade, width and curb cut locations			
Driveway Culvert – location, size, length, material, elevations and % grade			
Elevations of Road Grade (edge of road and centre line) adjacent to all Lot Lines			
Elevations of and % grade of Road Side Ditches adjacent to all Lot Lines			
Street Furniture – Hydrants, Streetlights, Bell / Cable Hydro Pedestals / Poles, etc.			
Building(s) Location - Lot Line Setback Distances and Building Grade Elevations			
House Type / Lot Type e.g.: Walk-out Basement / Split Lot			
Location of Internal Catch Basins / Soak Away Pits inc. Grate and Invert Elevations			
Location of Sump Pump discharge (not discharging to driveway or over septic tank)			
Location of all Rainwater Leaders / Downspouts (not discharging to driveway)			
Finished First Floor elevation (F.F.F.)			
Top of Foundation Wall elevation (T.F.W.)			
Finished Basement Floor elevation (F.B.F.)			
Underside of Footings elevation (U.S.F.)			
Finished Garage Floor elevation (F.G.F.)			
Underside of Footings Garage elevation (U.S.F.G.)			
Location and Elevation of all Entrances including # of Risers			
Location and Elevation of all Walkways, Patios, Deck and Porches			
Location and Elevation of Retaining Walls (Top of Wall and @ Grade)			