



City of Laguna Hills

Public Services and Engineering Department

24035 El Toro Road, Laguna Hills, CA 92653
(949) 707-2650 Fax (949) 707-2633

Residential Properties Grading Procedures

Effective 02/10/2003

Updated 07/28/2004

The Public Services Department requires that all residential grading practices conform to the procedures below:

1. Authorized working hours including maintenance of equipment are from 7:00 a.m. to 6:00 p.m., Monday through Friday, except City Holidays, and on Saturday with an additional permit.
2. Erosion/dust control must be maintained at all times.
3. Required inspections by the City include:
 - a. Pre-grade meeting;
 - b. Bottom of all removal/over-excavated areas, prior to placing fill;
 - c. All keys for fill/stabilization/buttress slopes;
 - d. All sub-drains/back-drains, after pipe has been placed, but before being covered with gravel/filter material; and
 - e. Rough grade finish inspections: At time of rough grade finish inspection, property lines must be staked, and a "blue top" hub with elevation on each lot.
4. A Final Soils Report must be submitted by the Soils Engineer and be approved and a "Line & Grade" Certification by the Registered Civil Engineer must be submitted before rough or precise grade can be accepted.
5. If applicable, all public improvements, up to, and including a base course of asphalt in the streets, must be completed before lots are released for Building Permits (model sites exempted).
6. If applicable, the City will determine street sections and test utility backfill compaction and sub-grade/rock base compaction in the right-of-way once rough grade has been made.
7. Adjacent paved streets must be cleaned daily. If the Public Services Director or his or her designee deems it appropriate, more frequent cleaning may be required. During import/export operations continuous street cleaning must be implemented using a street sweeper.
8. The Soils Engineer is responsible for testing "on-site" utility backfill, and fill placed on-site during grading and any post grading operations.
9. Prior to starting import/export operations, a truck route must be submitted to City Engineering for approval, and will include:
 - a. Name and license of contractors in charge, or control of the trucks/equipment to be used in hauling;
 - b. Number, type and capacity of equipment to perform the hauling;
 - c. Estimated quantity, in cubic yards, to be hauled daily and truck count; and
 - d. Traffic control procedures to be used (reference the Work Area Traffic Control Handbook (WATCH), latest edition).
10. All existing pavement within the project will be removed or structurally tested, at the expense of the applicant, to verify the structural capabilities and the results approved by the Director of Public Services.
11. A separate Public Property Encroachment Permit will be required for any work performed in an existing, accepted, or dedicated right-of-way including the construction of walkways and driveways in conformance with Laguna Hills Municipal Code Title 12, Chapter 12-12.