

Your Commercial Site Grading Checklist

A drainage inspector will ensure the following:

- ✓ Compliance with the Drainage Bylaw.
- ✓ Site grading is completed in accordance with the approved site grading plan.
- ✓ New development matches grade of existing adjacent properties **OR** retaining walls are constructed in accordance with the site grading plan.
- ✓ Positive slope away from all sides of structure(s).
- ✓ All site drainage is contained and directed to catch basins on site.
- ✓ Downspouts and sump discharge are extended a minimum of 2 metres from any structure.
- ✓ Swales and drainage paths are unobstructed and are well-defined to convey surface drainage.
- ✓ Correct number, sizes, locations and invert depths of catch basins on site.
- ✓ Correct style, size and location of oil and grit separator(s).
- ✓ Installation of storm water flow restriction device.

Notes

- It is recommended that the applicant or property owner is present during the final site grading inspection.
- The drainage inspector will provide the applicant with a copy of the site grading inspection report by email.
- Property owners are responsible to maintain proper site grading after approval.
- Workload and weather may impact inspection schedules.

For more information on commercial site grading and drainage, visit saskatoon.ca/lotdrainage

or

saskatoon.ca/stormwater

or contact:

Site Grading Inspections
sitegrading.inspections@saskatoon.ca

Storm Water Management
306-986-0914
stormwater@saskatoon.ca



This information has no legal status and cannot be used as an official interpretation of the various bylaws and regulations currently in effect. Users are advised to contact Bylaw Compliance for assistance, as the City of Saskatoon accepts no responsibility to persons relying solely on this information.

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A Guide to Commercial Site Grading

Requirements and Approval Procedure



Drainage Bylaw

Commercial and multi-family site grading throughout the City of Saskatoon is regulated as per *Bylaw No. 9772 - Drainage Bylaw, 2021*. This document outlines the requirements and approval procedure for site grading associated with commercial building permits.

A site grading plan is required as part of the building permit application and an as-built drawing is required upon site grading completion for all forms of new commercial and multi-family development.

Commercial & Multi-Family Site Grading Approval Procedure

1. Application

- a. Your property must be surveyed by a professional land surveyor and a site grading plan prepared by a qualified professional. See **Commercial Site Grading Plan Requirements** for details.
- b. Submit the site grading plan as part of the building permit application.
- c. The site grading plan will be reviewed and approved prior to the issuance of a building permit.

2. Rough Grade Inspection (optional)

- a. The developer is responsible to schedule an inspection at the rough grade stage *if desired*.
- b. Rough grading may be reviewed on site with a drainage inspector.
- c. If alterations are made to rough grading that are not indicated on the approved site grading plan, you are required to re-submit the site grading plan for approval.

3. As-built Drawing Submission (mandatory)

- a. The developer is responsible for completion of a final site as-built survey by a professional land surveyor.
- b. A final site as-built drawing is required to be completed by a professional land surveyor, engineer or architect and submitted to sitegrading.inspections@saskatoon.ca.

- c. Site grading plans issued for construction that are stamped as as-built drawings **will not be accepted**.

4. Final Grade Inspection (mandatory)

- a. After the as-built drawing has been received and the developer has requested a final inspection, a drainage inspector will inspect the site to confirm compliance with the approved site grading plan and complete a site grading inspection report. See **Commercial Site Grading Checklist** for details.
- b. Deficiencies will require correction and re-inspection.
- c. If deficiencies are not corrected, enforcement action may be taken as per the Drainage Bylaw.
- d. Final grade approval is required to be obtained within 9 months of the building permit closure, occupancy, or partial occupancy of the site – whichever occurs earlier.

Scheduling a Grading Inspection

Site grading inspections can be scheduled online at saskatoon.ca/sitegradinginspections or by emailing sitegrading.inspections@saskatoon.ca.

Related Documents

- No. 9772 - The Drainage Bylaw, 2021
- No. 9545 - The Storm Water Management Utility Bylaw, 2019
- Storm Water Management Credit Application Guidance Manual

Commercial Site Grading Plan Requirements

The following information must be included in the commercial site grading plan:

1. Certification by a Saskatchewan land surveyor, professional engineer or architect.
2. Scaled drawing of the property in metric units.
3. Legal description and civic address.

4. Project information: Owner and applicant/developer contact information, development boundary, north arrow, revision box, legend and notes.
5. Existing and proposed geodetic surface elevations at reasonable intervals around the perimeter of the property.
6. Existing and proposed locations of structure(s).
7. Proposed geodetic surface elevations adjacent to the foundation walls or concrete slab of structure(s).
8. Text indicating matching of adjacent property line elevations or proposed retaining wall location(s) and top of wall elevations.
9. Proposed directions of surface storm water flow indicated by arrows and gradient expressed in percentage.
10. Proposed locations and elevations of drainage swales and/or other drainage structures with direction of flow indicated by arrows and gradient expressed in percentage.
11. Proposed location and direction of foundation drainage sump discharge and roof drainage downspouts.
12. Proposed locations and rim elevations of all catch basins and manholes.
13. Proposed connection to the City storm sewer.
14. Landscaping areas, parking areas, driving surfaces and curbs, including the labelling of all surface materials (asphalt, concrete, grass, etc.).
15. Calculations for on-site storm water management.
16. Calculations for the sizing of a flow restriction device.
17. On-site storm water retention areas (hatched) with approximate volume and spillover elevations.
18. Calculations for the sizing of an oil/grit separator.