



# As-Built Grading Plans for Residential Subdivisions

PDS

Engineering Services Division

ES Policy # 3-06

In January of 1995, the City of Overland Park established a Task Force to discuss site grading of residential lots. As a result of those meetings, the City now requires “as-built” grading plans to be submitted and approved before building permits are issued.

The following is the revised policy and procedure for “as-built” grading plans:

1. In keeping with our present policy, the Planning and Development Services Department will withhold building permits until an “as-built” grading plan has been submitted and approved. The one exception is the release of model home permits in accordance with the current Policy #2-01 titled “Residential Permits for Model Homes.”
2. “As-built” grading plans will include the following information:
  - Rear lot corner elevations.
  - Front lot curb chip elevations.
  - Swale flow line at all property line crossings.
  - Top elevation of drainage structures and sanitary manholes.
  - Proposed high points (not necessarily an elevation).
  - Large drainages, lakes, and other major drainageways: 100-year water surface elevation, ultimate energy grade line, at property corners and minimum low opening for each lot.
  - FEMA Special Flood Hazard Areas: Base Flood Elevation (BFE), ultimate energy grade line at property corners and lowest adjacent grade (LAG) requirements for each lot.
  - Top of berm elevations downstream from area inlets. Three spot elevations required with the center elevation 6 inches above the inlet top.
  - Future thoroughfare ROW grades at 50 foot intervals and adjacent property corners, if applicable.
  - Label lots with Foundation Investigation Requirements with the acronym **FIR** for lots with the following conditions: Fill – fill of six feet or more, Slope – existing or proposed slopes 4:1 or greater, Existing drainage way – filled in ponds and stream beds.
  - Minimum 2.5% slopes in grassed areas.

- Swale sections with hydraulic calculations.
  - Indicate “as-built” in the Title Block and prominently on the plan sheet.
  - Proposed elevations if necessary.
  - Alter contours if grading has been significantly changed. Minor grading changes do not require modification of contours.
  - Any special notes or situations.
3. The Engineering Services Division will review the “as-built” grading plan under the same criteria as used in reviewing the original grading plan.
  4. The current approval procedure for “as-built” plans is as follows:
    - A. Review and send comment letters until plans are approvable.
    - B. Verify with the Engineering Services’ inspector that the project is complete.
    - C. Verify that Building Safety Division has received confirmation that water service (i.e. Water Letter) is available to the site.

Once “as-built” grading plans are approvable, Engineering Services staff prepares a “Codes Letter” which outlines special conditions for each lot. The developer and design engineer are provided copies of the Codes Letter when lots are released for Building Permits.

If there are questions concerning a specific subdivision, please call (913) 895-6223 to obtain the current status of the project.