



REGULATIONS GOVERNING
BUILDING SITE GRADING

PINAL COUNTY COMMUNITY DEVELOPMENT DEPARTMENT
BUILDING SAFETY DIVISION
P.O. BOX 2973, FLORENCE, AZ. 85132
85 N. FLORENCE STREET
(520) 509-3555 FAX (520) 866-6517
www.pinalcountyz.gov

INFORMATION
BULLETIN

015

OCT 2022

This Bulletin is written to help inform residential permit applicants concerned with changing the grade or slope of their building site as well as other locations, such as Commercial Buildings, Industrial Buildings, Subdivisions, R.V. / Manufactured Home Parks and access from County road ways. This bulletin does not cover all aspects of the regulations, but is intended as a guide for the applicant with general information and which departments to contact prior to disturbing any soil. A grading permit does not include construction of retaining walls or other structures.

GRADING PERMITS:

1. For Commercial Buildings, Industrial Buildings, Subdivisions, R.V. and Manufactured Home Parks contact Community Development Planning Division to schedule a Pre-application meeting.
2. For development of individual residential parcels that may impede, retard or change the direction of the watercourse requires a site plan with the following minimum information and shall be submitted by the applicant to obtain a grading **OR** building permit:

SITE PLAN CHECK LIST:

- a. North arrow and a bar scale at an engineer's scale;
 - b. Property lines with dimensions and including all easements;
 - c. Assessor's Parcel number and property address;
 - d. Location of proposed dwelling and, if applicable, any existing structures with dimensions to all lot lines;
 - e. Drainage arrows to show the general direction of flow;
 - f. Show the existing grade and finished grade with contours. Max. contour intervals not to exceed 5 feet;
 - g. On developed sites having a storm sewer system such as street gutters, the top of the foundation/floor elevation shall be minimum 12" plus 2% above the street gutter. Example: gutter is 25 feet from foundation; $25' \times 2\% = 6'' + 12'' = 18''$ is the foundation/floor elevation.
 - h. Sites not having a storm sewer system will require the top of the foundation/floor to be minimum 12" above the highest adjacent natural grade within 5'-0" of the foundation. Show this highest natural grade elevation on the site plan.
3. There are some sites required to have retention basins. The retention basins would be noted on the legal plat or property deed. Please contact Public Works Flood Control District for their submittal requirements.
 4. For development of individual residential parcels that are within a FEMA special flood hazard area, ADMP identified watercourse, erosion hazard setback or earth-fissure setback; you will need to contact Public Works Flood Control District.

SOILS COMPACTION & DENSITY TEST REPORTS

Foundations for buildings must be supported by soil that meets the minimum design density. When a proposed building is constructed on a site that will be altered from natural grade by filling in soil to create a level or raised pad, compaction testing of the fill must be performed in accordance with standard engineering practice. These required tests must be performed by an approved testing agency. Copies of the reports, stamped by a design professional registered with the State of Arizona, must be provide to the Building Safety Division prior to your footing inspection. Where shallow foundations will bear on compacted fill material more than 12 inches (305 mm) in depth, a geotechnical investigation shall be conducted and shall include all of the following:

1. Specifications for the preparation of the site prior to placement of compacted fill material.
2. Specifications for material to be used as compacted fill.
3. Test methods to be used to determine the maximum dry density and optimum moisture content of the material to be used as compacted fill.
4. Maximum allowable thickness of each lift of compacted fill material.
5. Field test method for determining the in-place dry density of the compacted fill.
6. Minimum acceptable in-place dry density expressed as a percentage of the maximum dry density determined in accordance with Item 3.
7. Number and frequency of field tests required to determine compliance with Item 6.

RIGHT of WAY PERMITS:

If the parcel you are developing will be accessed directly from a county road, a Right of Way permit is required. Right of Way applications are reviewed, approved and issued by the Department of Public Works.

NATIVE PLANTS:

Although Pinal County does not have an ordinance pertaining to the removal, destruction or handling of native plants, the Arizona Department of Agriculture enforces the Arizona Native Plant Law (ARS 3-903).

INFORMATION:

NOTE: Dust Control permits may be required from the Department of Air Quality for all the above conditions.

The following departments are located at Development Services, 85 N Florence Street, Florence, 85132.

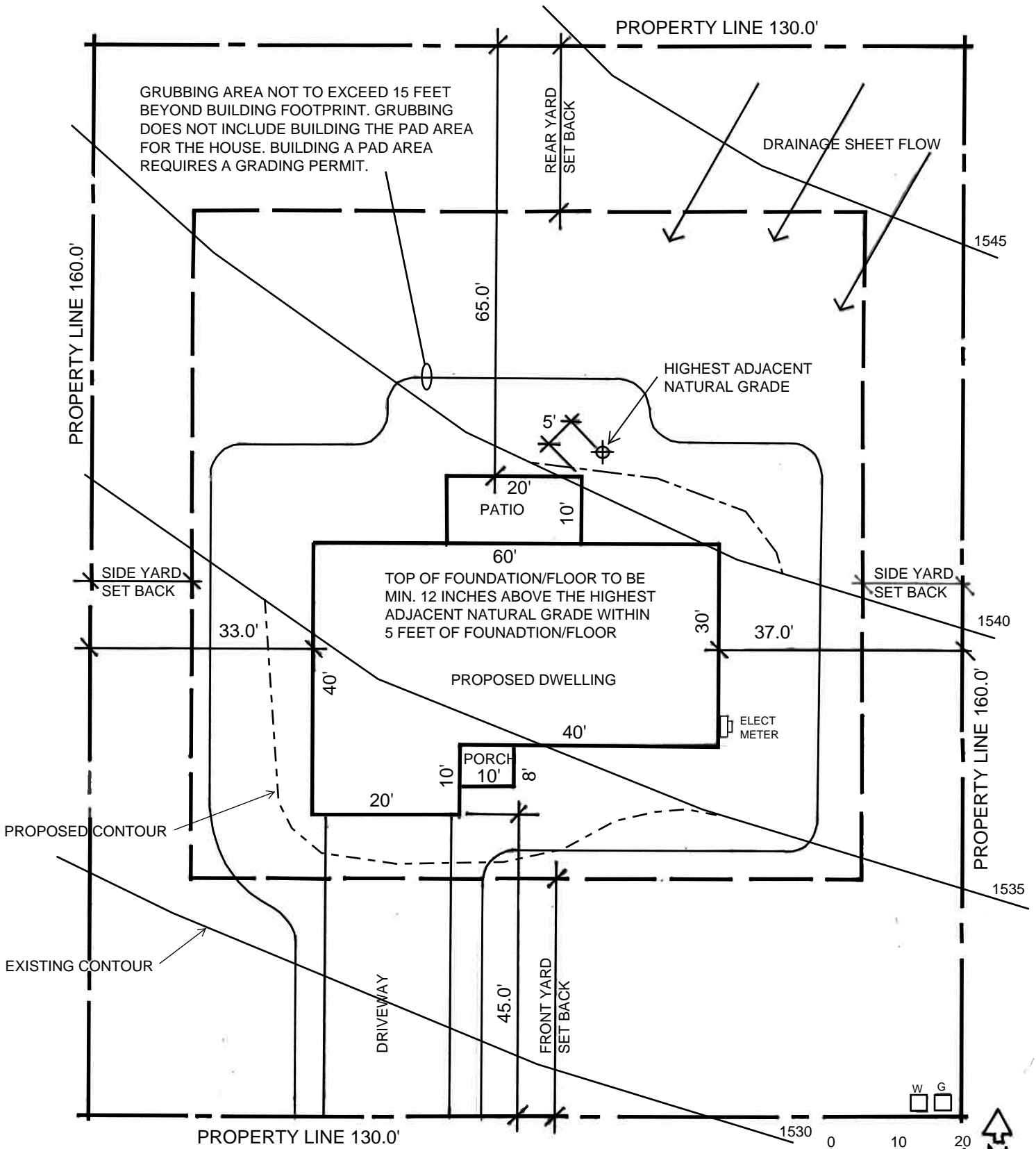
Community Development Department.....	520	866-6442
Building Safety Division	520	866-6442
Environmental Health Septic Division	520	866-6442
Public Works Department	520	866-6411
Air Quality Department.....	520	866-6929

DEFINITIONS:

Clearing; removing and disposing of all unwanted surface material, such as trees, brush, grass and other material.

Grubbing; removing and disposing of all unwanted vegetative matter from underground, such as stumps, roots and other debris.

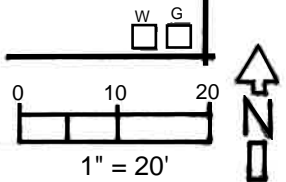
Debris; unusable or unwanted material produced by clearing and grubbing.



SITE PLAN SAMPLE

THIS SITE PLAN IS A SAMPLE OF A LOT NOT HAVING A STORM SEWER SYSTEM SUCH AS STREET GUTTERS.

YOUR STREET ADDRESS AND PARCEL NUMBER HERE





PINAL COUNTY COMMUNITY DEVELOPMENT
BUILDING SAFETY DIVISION
85 N FLORENCE ST., FIRST FLOOR/PO BOX 2973
FLORENCE, AZ 85132
520-509-3555

Building Permit #

ONLINE GRADING APPLICATION

TYPE OF APPLICATION: COMMERCIAL RESIDENTIAL

PARCEL

SITE ADDRESS: CITY/STATE/ZIP

PROPERTY OWNER (S) ADDRESS

CITY/STATE/ZIP PHONE#

CONTRACTOR ADDRESS

CITY/STATE/ZIP PHONE

LICENSE/CLASS #

TOTAL CUT & FILL QUANTITIES IN CUBIC YARDS

EXISTING USE:

PROPOSED USE:

CONTACT PERSON (WHO DO WE CONTACT WHEN PERMIT IS READY FOR PICKUP AND/OR QUESTIONS?):

NAME PHONE

EMAIL

I UNDERSTAND THAT APPROVAL OF THIS APPLICATION DOES NOT GUARANTEE APPROVAL OF THE ACTUAL CONSTRUCTION. I HEREBY CERTIFY THAT THE INFORMATION ON THIS APPLICATION AND ALL RELATED SUBMITTALS ARE TRUE AND CORRECT.

PRINT NAME PLEASE

SIGNATURE OF OWNER/ AGENT

DATE OF APPLICATION

FOR OFFICE USE ONLY

SUBMITTAL FEE:

PLAN REVIEW FEE:

PERMIT FEE:

ECD: