

SECTION 2 GENERAL REQUIREMENTS

2.01 GENERAL

Complete plans and specifications for all proposed improvements including any necessary dedications for rights-of-way and easements shall be submitted to the Engineering Division of the Community Development Department for approval and must receive the required approval prior to the beginning of construction of any such improvements. This shall apply where it is the intent that any portion of such improvement will be dedicated to and accepted by the City of West Sacramento. Such plans shall be prepared by or under the supervision of a Registered Civil Engineer in accordance with the provisions of "Professional Engineer's Act", Division 3, Chapter 7 of the Business and Professions Code, relating to the practice of Civil Engineering.

2.02 PREPARATION OF IMPROVEMENT PLANS

A. Public Improvement Plans

Public improvement plans shall be prepared for public improvements required of subdivisions and all other work performed within City rights-of-way or easements that is in excess of minor work. For the purposes of this section, minor work shall consist generally of the construction, or the removal and replacement of curbs, gutters, sidewalks or driveways; minor street widening; connections to existing water, sewer or storm drainage facilities adjacent to site development; and utility-related work.

B. Form of Public improvement plans.

The following requirements apply to the form of public improvement plans. A separate title sheet shall not be required when the total number of sheets of improvement plans is fewer than three. If a title sheet is not required, the following requirements shall still apply to the improvement plans except those identified by an asterisk (*).

C. Dimensions

Improvement plans shall be clearly and legibly drawn in ink on engineering mylar (polyester film, 3 mil), 24 inches by 36 inches in dimension, with a 1-1/2 inch wide clear margin on the left edge and 1-inch wide margins on all other edges, or as otherwise approved by the City Engineer.

D. Scale

Horizontal scale shall be 1 inch = 40 feet; vertical scale shall be 1 inch = 4 feet, or as otherwise approved by the City Engineer.

Title Sheet

1. Name of subdivision or project.

*2. Vicinity map

- *3. Index of sheets.
- *4. City Engineer's signature block.
- *5. Plan view showing the entire street right-of-way layout (Scale: 1 inch = 100 feet), proposed water and sewer mains, storm drainage system, lot numbers, street lights, sheet index, and other miscellaneous improvements to be installed.
- 6. Complete legend.
- 7. Typical street section for each varying width street.
- 8. Title Block – located along lower edge or right edge of paper.
- 9. Temporary and permanent bench marks including their descriptions.
- 10. General and special notes relating to construction methods. The following note shall be included in the General Notes: "All work shall conform to the City of West Sacramento Standard Specifications".
- 11. Names, addresses and telephone numbers of the project soils engineer(s), developer's representative, design engineer(s), Community Development Department Representative and all affected public utility companies and reclamation district representative's.
- 12. Design Engineer's stamp and signature.

E. Street Plan and Profile Sheets

- 1. Plan view of each street to be improved shall be shown on separate sheets and shall include existing improvements and contours/elevations within 100 feet of the project boundary, proposed improvements and future improvements if known. Improvements to be shown shall include sidewalk, curbs, gutters, driveways, sewer mains, water mains, water service and sewer lateral locations, storm drains, manholes, joint utility trench locations, public utility vault locations, lot utility service locations, valves, fire hydrants, fencing, barricades, monuments, survey stationing, face of curb data for all curves and other data as required by the City Engineer. Distinct elevations shall be shown along the face of curb at all beginning and end of curves and at all curb returns. The survey stationing shall normally read from left to right with the north arrow pointing either to the top or right edge of the sheet. All stationing shall be a continuation of existing improvements where possible.

2. Profile view of each street shall be shown immediately below its plan view. The profile shall include existing and proposed street centerlines, sewer mains, storm drains, water mains, public utility mains, all utility crossings, and gutter flow lines. Distinct elevations shall be shown on the street centerline and top of curb at 50-foot stations and grade break points, manhole and catch basin inverts, and water main crossings with other utilities. Rates of grades shall be shown on all profile lines. Elevations of the hydraulic grade line for the 10-year and 100-year frequency storms shall be shown at all locations of storm drain manholes, catch basins and drain inlets.

F. Signing and Striping Plan

All existing and proposed traffic signing and striping shall be shown on a plan view and on separate sheets from all other improvements. The scale shall be 1 inch equals 40 feet, or as otherwise approved by the City Engineer. Signing and striping to be shown shall include all existing and proposed traffic striping, pavement markings, pavement markers, regulatory signs and warning signs. All existing signing and striping within at least 200 feet of the project limits shall also be shown.

G. Street lighting Plan

The street lighting plan shall include the location of proposed electroliers, service point(s), pull boxes, conduit run showing wire size and length, wiring diagrams, and the mounting height and arm length of the proposed electrolier/pole assembly. The street lighting plan shall be drawn on a separate sheet with a minimum scale of 1" inch equals 40' feet, or as otherwise approved by the City Engineer.

H. Grading Plan

1. Requirements

When required by the Grading Ordinance a grading plan shall be prepared. The plan shall be drawn to scale and shall be of sufficient clarity to indicate the nature and extent of the work proposed. The plan shall also provide sufficient information to determine that the proposed work conforms to the provisions of the Grading Ordinance, as adopted by the City Council, and all relevant laws, other ordinances and regulations. The plans shall include, as a minimum, the following information:

- a. The boundaries of the site and accurate contours of existing grades and details of terrain and drainage area;

- b. Dimensions, elevations and finish contours to be achieved by the grading;
 - c. Proposed elevations along the back of sidewalk at all grade breaks, and at the projected intersection of each side lot line or every 100 feet, whichever is less;
 - d. Locations, species and sizes of heritage and significant trees, as defined by the Tree Preservation Ordinance adopted by the City Council, and temporary and permanent facilities to protect and ensure the preservation of said trees;
 - e. All existing and proposed surface and subsurface drainage facilities including drain inlets, underground pipes, and surface swales and channels, and any other drainage improvements proposed to be constructed with, or as a part of the proposed work, together with proposed grades and slopes;
 - f. Locations of existing and proposed buildings or structures on the site, including proposed pad and finished floor elevations;
 - g. Existing grades and elevations of adjoining properties adequate to define existing drainage patterns, the location of any buildings or structures on land of adjacent owners which are within 15 feet of the property or which may be impacted by the proposed grading operations.
2. Separate Approval

The developer, design consultant, or contractor has the option to request approval of a grading plan for issuance of a grading permit prior to issuance of a building permit. . The grading plan shall at a minimum contain the information listed above and will be reviewed and approved by the Engineering Division in accordance with the City’s Grading Ordinance. Upon approval, the grading plans will be stamped “Approved For Grading Only” by the Engineering Division and the applicant will be issued a grading permit to proceed with grading of the proposed site. However, no construction in excess of grading will be permitted until approval of the public improvement plans have been obtained.

3. Grading Plans

Performance securities submitted for issuance of the grading permits will not be released until the grades shown on the approved grading plans, whether they are subgrade elevations or finished grade elevations have been certified in writing by a registered civil engineer or licensed land surveyor.

I. Landscaping and Irrigation Plans

J. Other Plans

Other plans that may be incorporated in the public improvement plans include, but are not necessarily limited to, landscaping and irrigation; retaining, decorative or sound walls; joint utility trench; erosion control; specific road closure and detour; and traffic signal plans. The City Engineer on a case-by-case basis will establish specific requirements for these plans.

B. Site Development Plans

Site development plans shall be prepared for on-site commercial, industrial and multifamily residential developments.

1. Form of Site Development Plans

The following requirements apply to the form of site development plans.

- a. Plans shall be clearly and legibly drawn at horizontal scale of 1" inch=40 feet or as otherwise approved by the City Engineer.
- b. Existing and proposed building pad and finished floor elevations. In addition, the improvement plans shall include the existing or proposed top back of curb or sidewalk and crown of street elevations along the entire frontage of the proposed site at 50-foot intervals and at the property boundaries of the site.
- c. All existing and proposed underground utilities including, but not necessarily limited to, water, sanitary sewer, and storm drainage including their connections to the public systems. This shall include the existing and proposed invert and rim elevations at all manholes, drain inlets, and catch basins.
- d. All existing and proposed improvements within the street right-of-way including but not limited to sidewalk, curb and gutter, street lights, fire hydrants, drive ways, water laterals and meters, water backflow preventers,

sanitary sewer services and clean-outs/sampling manholes, and any other public appurtenances.

- e. All on-site surface improvements including curbing, pavement, gutters, fencing, barrier walls and walkways, with appropriate typical cross sections.
- f. Individual lot and adjacent land drainage. Adjacent lot grades shall be shown for a minimum of twenty-five feet from the project boundary with adequate detail to define existing drainage patterns.
- g. Locations and widths of all existing and proposed driveways.
- h. Existing and proposed contours and grades, trees including species and size (existing only), wells, ditches, and other landmarks important to the construction of the proposed improvements or as required by the City Engineer.
- i. Site plans for tenant improvements including projects involving minor modifications and/or additions to existing buildings, structures, surface improvements, and underground utilities shall also include:
 - 1. Current assessors parcel number of the subject parcel(s).
 - 2. Owner information and street address of the proposed tenant improvement.
- j. Design Engineer's stamp and signature.
- k. Required General Notes as listed below:
 - 1. All public improvement construction shall conform to the City of West Sacramento Standard Specifications and shall be subject to a City Encroachment Permit.
 - 2. All underground water, sewer, and storm drain systems including their appurtenances within the building site property up to within five (5) feet of the building shall conform to the City of West Sacramento Standard Specifications and shall be inspected by the Engineering Division with the exception of underground fire lines located on the private side of the public fire backflow preventer.
 - 3. Work shall include replacement of all broken public sidewalk, curb and gutter. This work should take place when there is no further need for encroachment of heavy equipment over walks and prior to City approval of the building for occupancy. The Engineering

Division Inspector will mark all broken curb, gutter and sidewalk for replacement upon request.

4. The Engineering Division Inspector will inspect the main water service tap and lateral, the domestic meter assembly and the domestic and fire backflow assemblies.
5. Pavement design by a Soils Engineer shall be required. The minimum surface slope shall be 1%. Written certification of pavement grade by a licensed Civil Engineer or Land Surveyor, and certification of the structural section and compaction by a Geotechnical Engineer shall be required prior to the issuance of building permit final or a Certificate of Occupancy.
6. The Geotechnical Engineer shall be on-site to monitor all grading operations. The Geotechnical Engineer shall provide written certification that the site grading was performed in accordance with the Soils Report by __ (No. __) prior to issuance of a Certificate of Occupancy.
7. All utility work including electrical, gas, telephone, cable TV and railroad work shall be subject to an Encroachment Permit. Normally, the utility companies obtain separate permits for their work. It is the responsibility of the applicant to ensure that this has been done prior to beginning work.
8. All underground facilities shall be located by the appropriate agencies prior to any excavation. This shall be initiated through Underground Service Alert (U.S.A.) by calling (800) 642-2444.
9. The Contractor is responsible for temporary erosion control, at all times. Temporary erosion control shall consist of, but not be limited to, constructing such facilities and taking such measures as are necessary to prevent, control and abate water, mud and erosion damage to public and private property as a result of the project. By October 15th of each year, or earlier if conditions warrant, such temporary erosion control features as are necessary to prevent damage during the forthcoming winter season shall be constructed and functioning. Mud and silt shall be settled out of the storm runoff before said runoff leaves the construction site or enters the City storm drain systems, or a natural channel. This project shall comply with all requirements and permits from the Regional Water Quality Control Board.
10. Any water entering the sanitary sewer system to be constructed under the approved plans shall not be discharged to the existing

sewer system. Plugs shall be installed in existing manholes as necessary to permit pumping the new system clear of water and debris prior to acceptance by the City. Care shall be exercised in locating plugs to avoid interrupting service to existing connections. Mechanical plugs or mortar and brick must be used. Inflatable devices are not allowed.

2.03 SUBMISSION OF IMPROVEMENT PLANS

A. Public Improvements Plans:

A minimum of three sets of prints of public improvement plans shall be submitted to the City Engineering Division for checking to insure compliance with these Standards, City Ordinances, and generally accepted engineering practice. Submitted plans shall include, as a minimum, an itemized engineer's cost estimate, drainage calculations, sewer calculations, and a soils report including proposed street structural section design. The itemized engineer's cost estimate shall incorporate minimum unit prices established by the City. The minimum unit prices for fee and bond estimates are available from the Engineering Division. Additional materials that may be required for submission include technical specifications, test data, materials lists, legal descriptions and grant deeds for right-of-way and easement dedications, and other materials as required by the City Engineer. The City Engineer may also require the submission of a network analysis for the water distribution system.

B. Site Development Plans

Three sets of prints of improvement plans for site development of commercial, industrial and multi-family uses shall be submitted to the Building Department for Engineering Division approval at the time the application is made for a building permit. The following requirements also apply to building permits for single family and duplex dwellings, except items a, b, and c below may be omitted at the discretion of the City Engineer. Site development Plans shall be designed and constructed in conformance with Division II of these Standard Specifications. In addition to the improvement plans, the following shall also be submitted directly to the Engineering Division.

1. An itemized engineer's cost estimate of improvements to be constructed within public rights-of-way or easements, which are to be accepted for operation and/or maintenance by the City. The engineer's estimate shall be based upon unit costs of improvements established by the City.
2. An itemized engineer's cost estimate of all on-site grading, paving, water, sewer, and storm drain improvements which shall be designed and constructed in accordance with Division II of these Standard Specifications. This estimate shall also be based upon unit costs established by the City.
3. Payment of one-half of the standard plan checking and inspection fee, in accordance with the Engineering Division fee schedule adopted by the City Council, based on the estimated cost of improvements from items a and b above.
4. One copy each of the plumbing plan and floor plan for the proposed building which includes an itemized listing of proposed plumbing fixtures to be removed and/or installed, including type and quantity.

5. Two copies of the soils report prepared by a registered geotechnical engineer for the proposed project. The report shall include a recommendation for on-site pavement design, and street pavement sections. The pavement sections for public streets shall be based upon traffic indices specified in Division I, Section 3 of these Standard Specifications. On-site pavement design shall be based upon traffic indices specified in Division II, Section 2 of these Standard Specifications.
6. One copy of each on-site storm drainage calculations for a 10-year and a 100-year frequency storm. Calculations shall be completed in accordance with Division I, Section 4 of these Standard Specifications.
7. One copy of sewer calculations for the proposed on-site sanitary sewer system/prepared in accordance with Division I, Section 5 of these Standard Specifications.
8. A completed application for an industrial discharge permit (if required). Provided with this application shall be the estimated quantity and strength (in BOD, COD, and Suspended Solids) of average sanitary sewer flows from the project.

C. Grading Plans

Two (2) sets of prints of grading plans shall be provided to the Engineering Division for approval. The Engineering Division will review and approve the grading plans in accordance with the City's Grading Ordinance for all on-site development projects. In addition, the following shall also be submitted:

1. One copy of the soils report prepared by a registered geotechnical engineer for the proposed project.
2. One copy each of the on-site drainage calculations for both a 10-year frequency storm and a 100-year frequency storm in accordance with Division I, Section 4 of the Standard Specifications.
3. The application, plan checking, and inspection fee shall be paid at the time the application is submitted.

2.04 SUBMISSION OF SOILS REPORTS

Soils Reports shall be submitted in 8-1/2 x 11 inch bound folders. The analysis shall, as a minimum, include a map of the subject area showing proposed and existing streets, contours and location and type of soils samples obtained. The results of all field data and laboratory tests shall also be included. Design for proposed street sections shall be part of the report. Street structural section design shall include recommendations for: natural subgrade, geotextile fabric, subbase, base and pavement compaction and thickness to achieve design strength.

2.05 PLAN CHECKING AND INSPECTION FEES

A partial payment for plan checking and inspection fees shall be made at the initial plan submittal for public improvement and site development plans. This payment shall be equal to one-half of the estimated total amount of the plan check and inspection fee, in accordance with the fee schedule adopted by the City Council, and is nonrefundable. The remaining balance of the fee shall be paid prior to plan approval by the City Engineer.

2.06 SUBMISSION OF SUBDIVISION FINAL AND PARCEL MAPS

Five sets of prints of the parcel or final map shall be submitted for review to the City Engineer. Payment of the map checking fee deposit shall be made at the time of the initial submittal of the map. This payment shall conform to the fee schedule adopted by the City Council, and is non-refundable. All maps shall be submitted in conformance with the requirements specified within the City of West Sacramento Subdivision Ordinance.

2.07 CITY REVIEW AND APPROVAL OF IMPROVEMENT PLANS AND SUBDIVISION MAPS

A. City Review Time

1. Following submittal of a complete application, as determined by the City Engineer, a minimum of 20 working days shall be allowed for review of public improvement plans, site development plans and parcel or final maps. Additional time may be required depending on the extent and nature of the improvements, and the current workload of the Community Development staff. At the time plans or maps are submitted, the submitting individual or firm may inquire if additional review time will be required.

B. Alterations to Plans or Maps

1. Should alterations or revisions be required to the plans or maps submitted, one copy will be returned to the consulting engineer with the required corrections indicated thereon. At such time as the consulting engineer has made the necessary revisions, the plans or map shall again be submitted (3 copies of plans, 5 copies of maps) for checking. The corrected or "marked" set of plans or map shall be returned with the plan resubmittal. If the plans or map being resubmitted contain revisions or alterations other than those required by the City Engineer on previous corrections, the consulting engineer shall bring those revisions or alterations to the attention of the City Engineer in writing.
2. If resubmitted plans do not contain corrections as shown on the previous "marked" set, or if the plans do not conform to these Standard Specifications, or are not in keeping with the standards of the profession, the plans may be returned unmarked and unapproved. Public improvement plans shall not be considered approved until the City Engineer has signed in the approval block on the plans. Site development plans shall not be considered approved until the City Engineer has stamped them "Approved" and all Engineering Division fees have been paid.

C. Review By Other Agencies

1. If proposed storm drainage improvements are to be dedicated to a Reclamation District, or if any site improvements will affect Reclamation District facilities, the consulting engineer shall obtain approval of the Reclamation District prior to obtaining approval from the City Engineer. Reclamation District approval of improvement plans shall be indicated by the signature of an appropriate representative of the district on the title page.
2. Should the Improvement Plans be subject to review and approval by other regulatory agencies such as Caltrans, written approval from these agencies shall be provided to the City Engineer prior to plan approval.

D. Requirements Following Approval of Improvement Plans

1. Immediately after formal approval of the plans by the City Engineer, 5 blue-line copies shall be provided to the City Engineer for use by the City during construction. Additional copies of reduced improvement plans (11" x 17" or 18" x 26") may be required by the City Engineer at his/her discretion and shall be furnished by the developer or his representative to the City without cost.

E. Exceptions

1. Excepted from approval are any features of the plans that are contrary to, in conflict with, or do not conform to these Design Standards, the Standard Construction Specifications, the Standard Details, any California State Law, City of West Sacramento Ordinance or Resolution, or generally accepted engineering practice, in keeping with the standards of the profession, even though such errors, omissions or conflicts may have been overlooked by the Engineering Division.

2.08 REVISIONS TO CITY APPROVED PUBLIC IMPROVEMENT PLANS

A. Developer Requested Changes

Should changes to public improvement plans be requested during construction, the Consulting Engineer shall first obtain the consent of the City Engineer.

1. Procedure

Procedure for obtaining approval by the City Engineer shall be as follows:

- a. The Engineer shall submit the proposed change on "blue-line" sheets shown in red.
- b. Following review and approval by the City Engineer of the proposed change, the Engineer shall submit the current approved plan in reproducible form showing the proposed change.
- c. The City Engineer will indicate approval for the change by initialing the plans in the revision block.
- d. Following return of the reproducible plan to the Engineer, the Engineer shall provide two blue-line sheets for each plan sheet affected by the change.
- e. The original proposal shall not be eradicated from the plans but shall be lined out.
- f. In the event that eradicating the original proposal is necessary to maintain clarity of the plans, approval must first be obtained from the City Engineer.

- g. The changes shall be clearly shown on the plans with the changes and approval by the City Engineer noted on a revision signature block.
- h. The changes shall be identified by the revision number in a triangle delineated on the plans adjacent to the change and on the revision signature block.

B. Changes Requested by City Engineer

The City Engineer may order changes in the plans in order to complete the necessary facilities or to conform to these Standard Specifications, or accepted engineering standards. The procedure for making changes in the plans ordered by the City Engineer shall conform to the above outlined process.

C. Minor Changes

Minor changes during construction, which do not affect the basic design of the improvements, may be made upon the authorization of the City Engineer without formally revising the plans. All minor changes shall be shown on record drawings submitted to the City upon project completion.

2.09 REVISIONS TO CITY APPROVED SITE DEVELOPMENT PLANS

A. Developer Requested Changes

Should changes to site development plans be requested during construction, the developer/contractor shall resubmit the affected plan sheets for approval by the City. In addition, the developer/contractor shall pay additional plan check and inspection fees, as determined by the City. The additional fee shall be paid in advance of providing additional plan checking and inspection services and charged per the current Fee Schedule.

1. Procedure

Revisions to the plans shall be made in the following manner:

- a. The original proposal shall not be eradicated from the plans but shall be lined out.
- b. The revision shall be clouded and shall be identified by a revision number in a triangle delineated on the plans adjacent to the change and on the revision signature block.
- c. The Engineering Division will review each individual revision. Upon approval, of the proposed revision, the developer/contractor shall submit three (3) additional sets of revised plans, which will be stamped "Revision Approved by the Engineering Division".

B. Minor Revisions

Upon approval by the City Engineer, minor revisions may be identified on a record drawing to be submitted in an acceptable format prior to permit being finalized.

2.10 INSPECTION OF IMPROVEMENTS

A. Commencement of Work

1. Public improvement plans signed by the City Engineer as approved constitute authority to work within City rights-of-way or easements. Minor work within City rights of way or easements, as defined in Section 2.02A of these Design Standards, may be performed following the issuance of an encroachment permit by the Engineering Division.
2. The contractor shall provide written notice to the City Engineer of the intent to begin construction at least 48 hours prior to beginning construction. A pre-construction meeting shall be held with the City prior to beginning of construction. It shall be the responsibility of the contractor to arrange this meeting.

B. General Requirements

1. Any improvement proposed to be accepted by the City for ownership, maintenance and/or operation responsibility shall be subject to inspection and testing by the City Engineer. The City Engineer will observe the progress and quality of the work and determine, in general, if the work is proceeding in accordance with the approved plans and these Standard Specifications. The City Engineer shall not be required to make comprehensive or continuous inspections to check the quality of the work, and shall not be responsible for construction means, methods, techniques, sequences, or procedures, or for safety precautions and programs in connection with the work. Visits and observations made by the City Engineer shall not relieve the Contractor of his obligation to conduct comprehensive inspections of the work and to furnish proper materials, labor, equipment and tools, and perform acceptable work, and to provide adequate safety precautions, in conformance with the approved plans and these Standard Specifications.
2. Whenever the Contractor varies the period during which work is carried on each day, he shall give due notice to the City Engineer so that proper City inspection may be provided. Any work done in the absence of the City Engineer shall be subject to rejection. Work performed without inspection may be required to be removed and replaced under proper inspection and the entire cost of removal and replacing, including the cost of City-furnished materials used in the work, shall be borne by the contractor, regardless of whether or not the work exposed is found to be defective.
3. Proper facilities for safe access for inspection to all parts of the work shall at all times be maintained by the Contractor/Developer for the necessary use of the City Engineer and other agents of the City, and agents of the Federal, State, or local governments at all reasonable hours for inspection by such agencies to ascertain compliance with laws and regulations.

C. Final Inspection

1. Within ten working days after receiving the request for final inspection from the Contractor/Developer, the City Engineer shall inspect the work. The contractor shall correct defects or deficiencies in a diligent

manner. At such time that the corrective work is complete, a second inspection shall be made by the City Engineer within ten working days to determine if all work has been completed and the previously mentioned defects have been corrected and completed in accordance with the approved plans and these Standard Specifications. Any further inspections by the City Engineer to correct any remaining defects or deficiencies will be subject to additional inspection fees in accordance with the adopted City Fee Schedule. Not until all such work has been completed will the improvements be considered for acceptance.

D. Overtime Inspection Services

1. Any inspection services performed beyond normal working hours, or on weekends or holidays, either at the request of the contractor/developer or at the discretion of the City Engineer, shall constitute overtime inspection work. Payment of fees in addition to the normal plan checking and inspection fees shall be made for these services. The amount of the additional fees shall conform to the fee schedule for plan checking and inspection fees as adopted by the City Council. If the overtime services are provided at the request of the contractor/developer, requests and payment shall be made at least 48 hours in advance. Granting of the request to provide overtime inspection shall be at the sole discretion of the City Engineer and shall be subject to the availability of inspection personnel. In addition, payment of fees for overtime inspection services directed by the City Engineer shall be paid prior to acceptance of the work by the City.

2.11 RECORD DRAWINGS PRIOR TO FORMAL ACCEPTANCE OF THE IMPROVEMENTS BY CITY COUNCIL

A. Requirements

It shall be the responsibility of the developer or his representative to provide record drawings of public improvement plans prepared in accordance with these Standard Specifications and Section 16.44.060 of the Subdivision Ordinance. One mylar (polyester film, 3 mil) sepia copy (with matte surface up) and one digital copy in a generally accepted format shall be filed with the City Engineer's Office for City records.

2.12 ACCEPTANCE OF IMPROVEMENTS

A. General

No improvements will be accepted by the City until all improvements required of the contractor, subdivision, or development project have been completed and approved by the City Engineer.

B. Public Improvement Plans

Acceptance of improvements for which public improvement plans were required will be signified by notification in writing from the City Engineer.

C. Site Development Plans

1. Backflow Certification

All backflow devices inspected by the Engineering Division shall be tested and approved by a certified tester on the latest "Backflow

Testers List” published by the City’s Department of Public Works prior to any permit final or Certificate of Occupancy.

2. Pavement/Compaction Certification

Pavement structural section and compaction of base and subbase materials shall be verified in writing by a registered geotechnical engineer prior to any permit final or Certificate of Occupancy.

3. Lines and Grades Certification

- a. Written certification that the lines and grades, including minimum pad elevations as appropriate, have been constructed to match those on the approved grading plan shall be received from a registered Civil Engineer or licensed Land Surveyor prior to any permit final or Certificate of Occupancy.
- b. Performance securities submitted for issuance of the grading permits will not be released until the grades shown on the approved grading plans, whether they are subgrade elevations or finished grade elevations have been certified.

4. Utility Work Certification

Prior to acceptance of subdivision improvements by the City, the Engineering Division must receive letters from each utility company indicating that all required utility work had been completed to the satisfaction of the company.

5. General

a. Site Development

1. Acceptance of all improvements for which an encroachment, grading, or any other permit was issued by the Engineering Division will be signified by the signature of the Engineering Division Inspector on the permit.
2. The Inspector’s signature on any or all site development Engineering permits does not constitute automatic Engineering Division approval of a building permit final or a Certificate of Occupancy.

b. Subdivision Improvements

1. Subdivision improvements shall be formally accepted by City Council upon completion of all requirements.