



## PRIVATE STREET IMPROVEMENT PLAN CHECKLIST

Date & Initial = OK  
 Blank = DEFICIENT  
 ----- = N/A

	EOW	Check	Verify
<b>A GENERAL</b>	-----	-----	-----
1. Size – Standard "D" sheet or equal.			
2. Signature & stamp of Registered Engineer Preparing Plans on all sheets			
3. Signature of Irr/Water Engr. (HELIX WATER DISTRICT) signature block on title sheet ONLY			
4. Title Block	-----	-----	-----
a. Signature Block for Public Works on title sheet ONLY			
b. City Dwg. No. and Job No.			
c. Related actions.			
d. Job Title.			
e. "Record Map # _____, Printed in lower right hand margin.			
f. Add “ PRIVATE CONTRACT”			
5. Work to be done notes & symbols.			
a. Work to be done per Standard specifications and drawings and date accepted by Council.			
b. Symbols / Legends.			
c. General notes.			
6. Bench Marks			
a. Existing Bench Mark No. used with elevation on title sheet ONLY			
b. New Bench Marks located per policy.			
7. North arrows.			

8.	Scales: Engineering Scales only: (Plan 30, 20, 10; Profile 12, 6, 3)			
9.	Street names shown.			
10.	Stationing, street centerline labeled and dimensions and curve info. On all sheets.			
11a.	Key map – plans with 3 or more sheets.			
b.	Vicinity Map.			
12.	Show power pole relocation or undergrounding of utilities.			
13.	Check easement dedications ( SD & Sewer Min. = 15')	-----	-----	-----
<b>B. TYPICAL PRIVATE STREET SECTIONS</b>				
1.	Lot lines width.			
2.	Distance between curbs.			
3a.	Pavement(AC & Base) thickness.			
b.	PCC pavement - grade in excess of 20%. (2.C.2.bb)			
4.	PCC Sidewalks			
5.	Elevations – crown and curbs.			
6.	Curb face height – type of curb.			
7.	Cross-fall max. = 3 %. (2.C.5)			
8.	Cross-slope 1-5 %. (2 % standard) (2.C.5)			
<b>C. PRIVATE STREETS</b>				
1.	0.5% minimum grade - 0.8% desirable minimum. Check max. (2.C.2)			
2.	Cross gutters (adequate width)			
3.	Meets existing facilities.			
4.	Grade check throughout.			
5.	Vertical and horizontal curve check. (standards, geometry, sight			

distance)			
6. Furnish one (1) street name sign/intersection.			
a. "Not a Thru Street" sign on all cul-de-sacs.			
b. Locate street signs.			
7. Underground Utilities.			
Remarks			