	CITY OF EASTVALE **PUBLIC WORKS DEPARTMENT** 12363 Limonite Avenue, Suite 910 Eastvale, CA 91752 951.703.4470 (https://www.eastvaleca.gov/government/community-development/public-works)	**Public Improv Sub Req**	
		02/01/2024 EFFECTIVE DATE	REVISION DATE

PUBLIC IMPROVEMENT PLAN SUBMITTAL REQUIREMENTS

APPLICATION: Submit public improvement plan along with supporting documentation through the City's online permit portal https://aca-prod.accela.com/EASTVALE/Default.aspx.

- Submittal packages will be reviewed for completeness and applicant will be provided with the deposit amount due for plan check services
- Incomplete submittal packages will not be accepted
- No project shall be submitted and accepted for plan check until it has conditions of approval approved by the City Council. If the City Engineer has agreed to accept the submittal on an "At Risk" basis, the applicant shall provide an At-Risk Letter.
- For ALL MS (non-conditioned) projects, the Design Engineer must meet with the City Engineer before submitting plans for revisions.
- All storm drain 36" and less, including catch basins, laterals, and all facilities to be maintained by the City can be on the street plan using the Public Works standard form sheets. Street and Storm Drain sheets and construction notes shall be numbered consecutively
- The plan check process begins once the deposit has been paid

FIRST PLAN CHECKS: Are processed in 6 - 8 weeks, depending on the project size. Each approved unit of a phased tract shall be submitted on a separate and complete set of plans. It should be complete on its own merit. No combining of improvement plans or phases is allowed, except for grading plans, which can be combined for all phases.

RESUBMITTALS: Must include ALL previous Redlines along with the revised plans, maps and studies as well as property identifying design changes that have been made.

- Resubmittals are processed in 4-3 weeks if the previous red lines are not too extensive
- Resubmittals along with supporting documentation are to be uploaded to the City's online permit portal. Emails/paper copies will not be accepted and a response letter must be included
- A Cost Estimate for the proposed public improvements will be requested to be submitted with the Second Plan Check.

COMPLETION: When plan check is complete, the Project Engineer will prepare a Subdivision Improvement & Bond Agreement to be executed by the Developer (or other acceptable security in lieu of bond)

- All outstanding Conditions of Approval shall be completed at that time; including the payment of fees / deposits and recordation of easements, lot line adjustments, etc.
- Documents to be executed for annexation into the Landscaping Maintenance Districts and Community Facilities Districts (CFDs) will also be provided at this time

APPROVAL: The Final Map and/or Subdivision Improvement Agreement will be scheduled for the next available City Council Meeting, after it is signed/returned and all of the required Conditions of Approval have been satisfied the following will be required:

- Proof of insurance
- Mylar Maps shall be provided the week of the Council meeting, not before
- After Council approval, the map and the subdivision improvement agreement will be circulated for signatures
- Public Improvement Plans shall be signed by the City Engineer before Public Work's sign-off on the building permits

REVISION TO SIGNED PLANS:

- Require a new plan check to be completed relating to only the revisions
- Show revisions in red and submit through the online permit portal
- Include the revisions in the submittal package along with or in lieu of the new public improvement plans

STREET PLAN TO INCLUDE:

Street - Plan View:

- Bearings of all streets shown. Radial bearings on centerline of all catch basins, etc., in a curve.
- Centerline curve data, also short and long side for curbed sections.
- Show detail of cross gutter if not standard. Cross gutter and aprons to show direction of flow by arrows.
- Show flow line elevations on all BCR's and ECR's where there are cross gutters. Also, flow line elevation along flow line of cross gutter.
- Curb return data (delta, tangent, radius and length).
- Responsible Engineer's signature and seal.
- Show existing improvements and dimensions with dashed lines, along with plan reference.
- Show existing pipelines, irrigation lines, or structures, power poles, or trees, etc., in right-of-way and include note as to their disposition if encroaching. Show existing underground structures that may conflict with, or enter into, the design of proposed improvements.
- Show improvements to be constructed with solid lines. Note connections to existing improvements.
- Show details of all improvements if not Riverside County standards. For all standard improvements show standard drawing number. Check standard drawings for those dimensions to show on plans.
- Show existing and proposed street lights.
- Lot lines, frontage distances and lot numbers same as record map.
- North arrow, point to top or right hand side of page.
- Check general and construction notes against "sample general notes". Show construction notes wherever necessary to clarify construction details.

- Show limits of new paving, old paving, overlay and removal. Use appropriate shading to delineate areas. On match-up paving situations an R-value test is required prior to the plans being approved to determine the paving section.
- Scale. Show horizontal scale near north arrow.
- Stationing to conform with established stationing on any previous plans. Stationing to be south to north or west to east. – same?
- Check stationing and elevations on consecutive sheets. If more than one sheet, show match lines at identical points on consecutive sheets. Give references to other sheets.
- Stationing of all BCR's and ECR's, B.C. and E.C. of all curves.
- Stations at beginning and end of improvements and at center of catch basins, etc.
- Title block to contain parcel map number, PW number, Tract number description and limits of construction.
- Show flow around tract on index map on title sheet, if necessary.
- Typical sections for all streets. Show right and left sides of section as they would appear looking up station on the street. Identify property lines. Give offsets from level line to quarter crown and T.C. Show range of slopes on existing and match-up paving. If the difference in elevation between top of curb and existing ground at property line exceeds one foot, indicate what slopes are to be constructed outside the right-of-way, 1 1/2; 1 cut, 2:1 fill, maximum. Maximum 2:1 slope within street right-of-way. Show existing, proposed and ultimate conditions. –25' minimum intervals, or as needed for any work joining or overlaying existing pavement.
- If both driving lane and shoulder have variable cross slope, the 1/4 crown elevations will have to be shown on plan.
- Show traffic index (T.I.) under cross sections
- Show existing and proposed street trees. Include notes and quantities.
- Right-of-way and improvement width (parcel to be improved, adjoining parcels and parcels across the street).

Street - Profile View:

- Benchmark on each sheet.
- If curbs are variable height, show T.C. and F.L. elevations, flow line profile with grade.
- Label and show stations and elevations at the beginning and end of all curb returns, vertical curves, horizontal curves, transition sections, grade breaks and beginning and end of improvement.
- Indicate length of curb returns and length of horizontal curves. Draw curb returns full length, not twice tangent distance. 1/4 delta points to be shown on all returns with elevations.
- Show profile going into return and out of return.
- Show tangent grades at PRVC or PCVC.
- Show P.I. elevations on vertical curves.
- Elevations every 50 feet on vertical curves (or fractional part thereof).
- Show datum elevation at both ends of sheet.

- Profile of existing centerline with elevations at least every 50 feet.
- Profile of existing ground at property line.
- Profile of existing E.P. with elevations at least every 50 feet.
- Show connection with or future design to existing improvements, along with existing elevations. Show grade on existing improvements.
- Any existing or proposed underground construction that may conflict or enter into the design of the proposed improvements.
- Names and stationing of intersecting streets.
- Label all grade lines and profiles. Also show size of curb face.
- Scale, both horizontal and vertical.
- Show stationing at bottom of profile at heavy lines.
- Show transition between different types of curbs.

STORM DRAIN PLAN TO INCLUDE:

Storm Drain – Plan View:

- Bearings of all streets or lines. Radial bearings on centerline of all catch basins, etc., in a curve.
- Centerline curve data.
- Responsible Engineer's signature and seal.
- Show existing improvements and dimensions with dashed lines, along with plan reference.
- Show existing pipelines, irrigation lines, or structures, power poles, or trees, etc., in right-of-way and include note as to their disposition if encroaching. Show existing underground structures that may conflict with, or enter into, the design of proposed improvements.
- Show improvements to be constructed with solid lines. Note connections to existing improvements.
- Show details of all improvements if not city standard. For all standard improvements show standard drawing number. Check standard drawings for those dimensions to show on plans. Remove
- North arrow, point to top or right-hand side of page.
- Check general and construction notes against "sample general notes". Show construction notes wherever necessary to clarify construction details.
- Scale. Show horizontal scale near north arrow.
- Stationing to conform with established stationing on any previous plans. Stationing to be south to north or west to east.
- Check stationing and elevations on consecutive sheets. If more than one sheet, show match lines at identical points on consecutive sheets. Give references to other sheets.
- Stations at beginning and end of improvements and at center of catch basins, etc.
- Names of streets.
- Check title block for parcel map number, PW number, tract number, description and limits of construction

Storm Drain – Profile View:

- Benchmark on each sheet.
- Show datum elevation at both ends of sheet.
- Profile of finished surface at centerline of storm drain. Existing surface for open channels.
- Show H.G.L. to nearest 0.1'.
- Show connection with or future design to existing improvements, along with existing elevations. Show grade on existing improvements.
- Any existing or proposed underground construction that may conflict or enter into the design of the proposed improvements.
- Names and stationing of intersecting streets.
- For pipes, show size, length and "D" strength.
- Label all grade lines and profiles.
- Show design Q.
- Scale, both horizontal and vertical.
- Show stationing at bottom of profile at heavy lines.
- Show structures to scale (catch basins, etc.). Note critical flow line elevations.

ATTACHMENT 1 – GENERAL NOTES TO INCLUDE

1. IT SHALL BE THE RESPONSIBILITY OF THE DEVELOPER/OWNER OR CONTRACTOR TO APPLY TO THE CITY OF EASTVALE, PUBLIC WORKS, PERMIT SECTION, FOR AN ENCROACHMENT PERMIT FOR ALL WORK PERFORMED WITHIN PUBLIC RIGHT-OF-WAY, DEDICATED AND ACCEPTED FOR PUBLIC USE; AND TO BE RESPONSIBLE FOR SATISFACTORY COMPLIANCE FOR ALL CURRENT ENVIRONMENTAL REGULATIONS DURING THE LIFE OF CONSTRUCTION ACTIVITIES FOR THIS PROJECT. ADDITIONAL STUDIES AND/OR PERMITS MAY BE REQUIRED.
2. THE CONTRACTOR/DEVELOPER SHALL BE RESPONSIBLE FOR THE CLEARING OF THE WORK AREA, AND RELOCATION COSTS OF ALL EXISTING UTILITIES. THIS INCLUDES UNDERGROUNDING OF EXISTING OVERHEAD LINES ALONG THE PROJECT FRONTAGE AS REQUIRED BY THE CONDITIONS OF APPROVAL. PERMITEE MUST INFORM CITY OF CONSTRUCTION SCHEDULE AT LEAST 48 HOURS PRIOR TO BEGINNING OF CONSTRUCTION.
3. THE DEVELOPER WILL INSTALL STREET NAME SIGNS CONFORMING TO CITY STANDARD NO. 1220, 1221 AND 1222.
4. ALL WORK SHALL CONFORM TO THE REQUIREMENTS OF THE CITY OF EASTVALE PUBLIC WORKS IMPROVEMENT STANDARDS AND SPECIFICATIONS, LATEST EDITION, CITY ORDINANCE NO. 461 AND SUBSEQUENT AMENDMENTS.
5. IT SHALL BE THE RESPONSIBILITY OF THE DEVELOPER TO NOTIFY THE ENGINEER TO INSTALL STREET CENTERLINE MONUMENTS AS REQUIRED BY CITY OF EASTVALE ORDINANCE NO. 461 (TRACTS AND PARCEL MAPS ONLY).
6. ALL UNDERGROUND FACILITIES, WITH LATERALS, SHALL BE IN PLACE PRIOR TO PAVING THE STREET, INCLUDING, BUT NOT LIMITED TO, THE FOLLOWING: SEWER, WATER, ELECTRIC, GAS, STORM DRAINS.
7. CURB DEPRESSIONS AND DRIVEWAY APPROACHES WILL BE INSTALLED AND CONSTRUCTED ACCORDING TO CITY STANDARD NO. 206 AND/OR NO. 207, AS DIRECTED IN THE FIELD.
8. IT SHALL BE THE RESPONSIBILITY OF THE CONTRACTOR OR DEVELOPER TO INSTALL AND MAINTAIN ALL CONSTRUCTION, REGULATORY, GUIDE AND WARNING SIGNS WITHIN THE PROJECT LIMITS AND ITS SURROUNDINGS TO PROVIDE SAFE PASSAGE FOR THE TRAVELING PUBLIC AND WORKERS UNTIL THE FINAL COMPLETION AND ACCEPTANCE OF THE PROJECT BY THE COUNTY.

A TRAFFIC CONTROL PLAN MUST BE SUBMITTED FOR REVIEW TO THE PERMITS SECTION OR INSPECTION SECTION PRIOR TO OBTAINING AN ENCROACHMENT PERMIT.

9. ALL STREET SECTIONS ARE TENTATIVE. ADDITIONAL SOIL TESTS SHALL BE TAKEN BY THE CONTRACTOR AFTER ROUGH GRADING TO DETERMINE THE EXACT STREET SECTION REQUIREMENTS. USE STANDARD NO. 401 IF EXPANSIVE SOILS ARE ENCOUNTERED.
10. ASPHALTIC EMULSION (FOG SEAL) SHALL BE APPLIED NOT LESS THAN FOURTEEN DAYS FOLLOWING PLACEMENT OF THE ASPHALT SURFACING. FOG SEAL AND PAINT BINDER SHALL BE APPLIED AT A RATE OF 0.05 AND 0.03 GALLON PER SQUARE YARD RESPECTIVELY. ASPHALTIC EMULSION SHALL CONFORM TO SECTION 37, 39 AND 94 OF THE STATE STANDARD SPECIFICATIONS.
11. PRIME COAT IS REQUIRED PRIOR TO PAVING ON ALL GRADES IN EXCESS OF TEN PERCENT.
12. INSTALL STREET TREES IN ACCORDANCE WITH ORDINANCE NO. 460 AND 499 (MAGNOLIA GRANDILFLORA, PODOCARPUS GRACILIOR, QUERCUS ILEX).

13. STREETLIGHTS SHALL BE INSTALLED IN ACCORDANCE WITH THE APPROVED STREET LIGHTING PLAN.
14. AS DETERMINED BY THE CITY ENGINEER, THE DEVELOPER IS RESPONSIBLE AS A MINIMUM FOR ROAD IMPROVEMENTS TO CENTERLINE, AND MAY BE REQUIRED TO RECONSTRUCT EXISTING PAVEMENT, INCLUDING BASE, AND MATCHING OVERLAY REQUIRED TO MEET THE STRUCTURAL STANDARDS FOR THE CURRENT ASSIGNED TRAFFIC INDEX.
15. ONLY LANDSCAPING CONSISTING OF GRASS AND PARKWAY TREES MAY BE INSTALLED WITHIN PARKWAYS ON LOCAL RESIDENTIAL STREETS WITHOUT SEPARATE LANDSCAPE PLANS. ALL OTHER TYPES OF LANDSCAPING IN THESE AREAS, AND ALL LANDSCAPING ON ALL OTHER STREETS, SHALL REQUIRE SEPARATE LANDSCAPE PLANS. ALL LANDSCAPING ENCROACHMENTS SHALL CONFORM TO CITY OF EASTVALE 'STANDARDS RELATING TO THE ADMINISTRATION OF LANDSCAPE ENCROACHMENTS" DATED JUNE 1990.
16. CONSTRUCTION PROJECTS DISTURBING MORE THAN ONE ACRE MUST OBTAIN A NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) PERMIT. OWNERS/DEVELOPERS ARE REQUIRED TO FILE A NOTICE OF INTENT (NOI) WITH THE STATE WATER RESOURCES CONTROL BOARD (SWRCB), PREPARE A STORM WATER POLLUTION PREVENTION PLAN (SWPPP) AND MONITORING PLAN FOR THE SITE. PRIOR TO ANY CONSTRUCTION, THE DEVELOPER SHALL PROVIDE THE CITY A COPY OF THE NOI WITH A VALID WDID NUMBER.
17. THE DEVELOPER SHALL BE RESPONSIBLE FOR THE INSTALLATION OF ADDITIONAL SIGNS AND MARKINGS NOT INCLUDED IN THE SIGNING AND STRIPING PLAN WITHIN THE PROJECT AREAS, OR ON ROADWAYS ADJACENT TO THE PROJECT BOUNDARIES, UPON REQUEST OF THE DIRECTOR OF TRANSPORTATION OR HIS DESIGNEE TO IMPROVE TRAFFIC SAFETY ON THE ROADS UNDER THE JURISDICTION OF THE DEVELOPER.
18. EXISTING STORM DRAIN PIPES / CULVERTS (WHETHER TO BE CONNECTED TO, EXTENDED, ADJUSTED, DRAINED TO, OR JUST IN THE PROJECT VICINITY) MUST BE REPAIRED, AND /OR CLEANED TO MAKE THEM FUNCTIONAL AND ACCEPTABLE AS DIRECTED BY THE PUBLIC WORKS DEPARTMENT.

NOTICE TO CONTRACTORS

THE EXISTENCE AND LOCATIONS OF ALL UNDERGROUND UTILITIES (UTILITY PIPES, STRUCTURES, ETC.) SHOWN ON THESE PLANS (MAIN LINES ONLY - NO SERVICE LATERALS) WERE ASCERTAINED BY A REVIEW OF RECORDS PROVIDED BY THESE MEMBER AGENCIES AND ARE APPROXIMATE. NEITHER THE OWNER NOR THE ENGINEER ASSUMES ANY RESPONSIBILITY FOR UTILITIES NOT SHOWN OR NOT IN THE LOCATION SHOWN.

THE CONTRACTOR IS REQUIRED TO TAKE DUE PRECAUTIONARY MEASURES TO PROTECT ALL UTILITIES SHOWN ON THESE PLANS AND/OR ANY OTHER UNDERGROUND UTILITIES NOT OF RECORD OR NOT SHOWN ON THESE PLANS. LOCATIONS OF THE "TIE-IN" UTILITIES SHALL BE VERIFIED BY THE CONTRACTOR PRIOR TO COMMENCEMENT OF CONSTRUCTION. CALL UNDERGROUND SERVICE ALERT (U.S.A.) 1-800-422-4133 AT LEAST 2 WORKING DAYS PRIOR TO EXCAVATION.

THE CONTRACTOR IS RESPONSIBLE TO ENSURE THAT ALL SIDEWALKS, RAMPS, RAILS, CLEARANCES AND APPURTENANCES MEET OR EXCEED THE MOST STRINGENT REQUIREMENTS OF COUNTY, STATE OR GOVERNING AGENCY FOR ACCESSIBILITY PRIOR TO POURING OF CONCRETE TO FINAL GRADE. ALL ADA ACCESSIBLE SIDEWALKS SHALL HAVE A SLOPE NO GREATER THAN 5% MAXIMUM AND A CROSS SLOPE OF NO GREATER THAN 2% MAXIMUM.

EXISTING UTILITY POTHOLE NOTE:

EXISTING UNDERGROUND FACILITIES ARE SHOWN ON THE PLANS BASED ON THE

BEST INFORMATION AVAILABLE. THE CONTRACTOR IS RESPONSIBLE FOR PERFORMING EXPLORATORY EXCAVATIONS (POTHOLING) ALONG THE ALIGNMENT OF THE PROJECT TO CONFIRM THE ELEVATION AND LOCATION OF ALL EXISTING FACILITIES INCLUDING SERVICE LATERALS AND TO ESTABLISH CONNECTION REQUIREMENTS TO EXISTING FACILITIES. THE CONTRACTOR SHALL PROVIDE THE POTHOLING INFORMATION TO THE ENGINEER OF RECORD A MINIMUM OF THREE WEEKS PRIOR TO CONSTRUCTION TO ALLOW DESIGN REVISIONS IF A CONFLICT ARISE. THE CONTRACTOR SHALL PROVIDE DETAILED SPREAD SHEET INCLUDING POTHOLE NUMBER, DESCRIPTION, LOCATION, STATION, OFFSIDE DISTANCE, DEPTH, AND TYPE OF MATERIAL. UPON LEARNING OF THE EXISTENCE OR LOCATION OF ANY FACILITY OMITTED FROM OR SHOWN INCORRECTLY ON CONSTRUCTION DRAWINGS, OR IMPROPERLY MARKED OR OTHERWISE INDICATED, CONTRACTOR SHALL IMMEDIATELY NOTIFY THE ENGINEER OF RECORD PROVIDING FULL DETAILS AS SPECIFIED HEREIN.