

CITY OF DESERT HOT SPRINGS ENGINEERING DEPARTMENT

STREET PLAN REVIEW CHECKLIST

PROJECT NAME: _____

TRACT, PARCEL MAP OR PROJECT ID NO. _____

PLAN CHECKED BY: _____

	1 ST CHECK	2 ND CHECK	3 RD CHECK	FINAL MYLAR	COMMENTS
DATE CHECKED:					
I. SUBMITTAL REQUIREMENTS – SEE PLAN CHECK REQUIREMENT CHECK LIST					
1 APPROVED PHASING PLAN					
1 APPROVED TENTATIVE MAP					
1 STORM DRAIN PLAN					
1 CONDITIONS OF APPROVAL					
5 STREET IMPROVEMENT PLANS					
4 TRAFFIC CONTROL PLANS					
2 ESTIMATES OF QUANTITIES AND COSTS					
II. GENERAL SHEET REQUIREMENTS – ALL SHEETS					
A. MEDIUM					
1. 24”X36” SIZE. FINAL SUBMITTAL ON 3 MIL. MYLAR FILM					
2. NO “STICKY BACK” FILM, GLUED OR TAPED ON SECTIONS					
B. DRAFING/LAYOUT REQUIREMENTS					
1. PLAN NAME WITH TRACT, PM OR SDP NUMBER					
2. STREET NAME AND LIMITS – I.E. JEFFERSON STEET, STA 10+00 TO STA 21+00					
3. TYPE OF IMPROVEMENT PLAN, I.E. STREET IMPROVEMENT PLAN, SIGNING AND STRIPING PLAN, STREET REHABILITATION PLAN, ETC.					
4. SECTION, TOWNSHIP AND RANGE					
5. REVISION BLOCK					
6. PREPARER’S NAME, ADDRESS, PHONE NUMBER					
7. BASIS OF BEARING AND APPROVED BENCH MARK					
8. SIGNATURE BLOCKS PROVIDED					
a. CITY SIGN OFF BLOCK – APPROVED BY: CITY ENGR., RCE # __, __, EXP. DATE – / /					
b. RESPONSIBLE ENGINEER’S SIGNATURE BLOCK AND SEAL – CHECK EXP. DATE					
c. PLAN CHECKER APPROVAL BLOCK					
d. OTHER AGENCYS SIGNATURE BLOCK(S) IF REQUIRED, I.E. CVWD, COUNTY OF RIVERSDIE, CITY OF INDIO					
9. USA DIG ALERT NOTE WITH PHONE NUMBER 1-800-227-2600					
10. SHEETS NUMBERED NUMERICALLY IN INCREASING ORDER – SHEET OF					
11. 0.08” MINIMUM TEXT HEIGHT – CAD DRAFTED, 0.10” IF HAND DRAFTED					

LEGEND: ✓ = ACCEPTABLE ? = UNCLEAR (PROVIDE MORE DATA) NA = NOT APPLICABLE X = NOT ACCEPTABLE FOR REASONS SHOWN
UPDATED – 03/21/02

	1 ST CHECK	2 ND CHECK	3 RD CHECK	FINAL MYLAR	COMMENTS
III. TITLE SHEET					
A. GENERAL NOTES PROVIDED					
B. STREET/PAVING NOTES PROVIDED					
C. SIGNING AND STRIPING NOTES PROVIDED					
D. INDEX MAP					
1. SCALE IS 1"=500' OR SMALLER - USE STANDARD SCALE					
2. SHEET COVERAGE IS SHOWN					
3. STREET NAMES AND LOT #S SHOWN					
4. LOCATIONS OF STORM DRAIN SYSTEMS SHOWN. DIRECTION OF DRAINAGE FLOW IN STREET WITH Q10 AND Q100 SHOWN AT DRAINAGE INLET LOCATIONS					
E. VICINITY MAP					
1. ARTERIAL STREETS SHOWN					
2. ORIENT NORTH AS ON INDEX MAP					
3. PROJECT LOCATION INDICATED ON MAP					
4. SCALE NOTATION PROVIDED ("NTS" IS OK)					
F. LEGEND OF SYMBOLS USED, INCLUDES CONSTRUCTION NOTE SYMBOLS, TYPICAL ABBREVIATIONS, SPECIAL LINETYPES, HATCHING LEGEND, ETC.					
G. OWNER'S INFORMATION					
1. ASSESSOR PARCEL NUMBER					
2. SITE ADDRESS					
3. BRIEF LEGAL DESCRIPTION					
4. OWNER'S NAME/ADDRESS AND TELEPHONE NUMBER					
H. UTILITY AGENCY INFORMATION FOR:					
1. COACHELLA VALLEY WATER DISTRICT (CVWD)					
2. IMPERIAL IRRIGATION DISTRICT (IID)					
3. SOUTHERN CALIFORNIA EDISON (SCE)					
4. SOUTHERN CALIFORNIA GAS					
5. VERIZON (FORMALY GTE)					
6. TIME WARNER CABLEVISION					
I. CONSTRUCTION NOTES AND ESTIMATE OF QUANTITIES					
J. STREET TYPICAL SECTIONS AND DETAILS (MAY BE SHOWN ON SEPARATE SHEET IF ROOM DOES NOT PERMIT ON TITLE SHEET)					
1. TYPICAL SECTIONS FOR ALL STREETS. SHOW STREET NAMES AND STATION LIMITS					
2. DIMENSIONS OF RIGHT OF WAY, PAVEMENT, PARKWAYS, EASEMENTS					
3. SLOPES TO ADJACENT PROPERTY LINES. 2:1 MAXIMUM SLOPE.					
4. PERCENT CROSS FALL. 2.0% TYPICAL ON NEW STREETS. SHOW EXISTING CROSS FALL ON EXISTING STREETS (1% MINIMUM IF MATCHING EXISTING STREETS).					

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5. CURB SECTIONS AND TYPES. SHOW LEVEL LINE AND DISTANCE FROM TOP OF PAVEMENT AT CENTERLINE TO TOP OF CURB.					
6. PRELIMINARY PAVEMENT THICKNESS, "R" VALUE PER SOILS REPORT AND TRAFFIC INDEX. SHOW ASPHALT AND AGGREGATE BASE THICKNESS					
7. 0.10' MINIMUM HEADER CUT FOR OVERLAYS AND 2' MINIMUM PAVEMENT CUT/REMOVAL AT JOIN LINES					
IV. PLAN-PROFILE SHEETS					
A. PLAN VIEW SHOWS:					
1. NORTH ARROW (PREFERRED TO POINT UP OR TO THE RIGHT)					
2. 4" BAR SCALE – SCALE TO BE A TYPICALLY USED SCALE, I.E. 1"=20' OR 1"=40'. NOT SMALLER THAN 1"=40'.					
3. CENTERLINE STATION TO BE USED ON BOTH PLAN AND PROFILE.					
4. STATION INTERVALS AT 100' WITH TIC MARK AND STATION LABELS. PREFERRED STATIONING IS LEFT TO RIGHT. NO NEGATIVE STATIONING.					
5. STATIONING AT ALL INTERSECTIONS WITH EQUATIONS.					
6. STATIONS OF ALL B.C.'s, E.C.'s, P.R.C.'s, AND P.C.C.'s OF CURVES					
7. STATIONS OF ALL B.C.R.'s AND E.C.R.'s OF CURB RETURNS. SET B.C.R.'s AND E.C.R.'s IN THE DIRECTION OF VEHICULAR TRAVEL.					
8. SHOW MATCH LINES ON CONSECUTIVE SHEETS AT EVEN 50' STATIONS.					
9. RIGHT OF WAY, PARKWAY AND CURB LINES DIMENSIONED FROM CENTERLINE – CONSISTENT WITH TYPICAL SECTIONS.					
10. P.U.E. AND OTHER EASEMENTS DIMENSIONED AND LABELED.					
11. STREET NAMES SHOWN ON PLAN AND PROFILE.					
12. CITY LIMIT LINES LABELED AT ADJOINING CITIES.					
13. LOT NUMBERS AND LOT LINES SHOWN.					
14. SHOW PROPOSED IMPROVEMENTS WITH SOLID LINES AND EXISTING IMPROVEMENTS WITH DASHED LINES.					
15. SHADE PROPOSED PAVEMENT FOR AREAS ON EACH SHEET. SHOW HATCHING FOR REMOVALS ON EACH SHEET.					
16. INCLUDE DISPOSITION NOTES FOR EXISTING FACILITIES. THE TERM "BY OTHERS" SHALL NOT BE USED BUT SHALL BE DEFINED.					
17. INCLUDE CONSTRUCTION NOTES ON EACH SHEET. DO NOT REFER BACK TO CONSTRUCTION NOTES ON THE TITLE SHEET.					
18. REFER TO CITY STANDARD DRAWING NO. IF APPLICABLE TO WORK. PROVIDE SPECIFICATIONS, NOTES, DETAILS OR OTHER APPROVED STANDARD DRAWING NO. IF DIFFERENT FROM CITY STANDARD.					

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19. MINIMUM CENTERLINE CURVE RADII AND DESIGN SPEEDS SHALL BE AS FOLLOWS. SEE TABLE CIR-2 OF THE GENERAL PLAN FOR ADDITIONAL INFORMATION. CHECK SIGHT DISTANCES (BOTH HORIZONTAL AND VERTICAL) FOR THE FOLLOWING DESIGN SPEEDS.					
a. HIGHWAY 111 – AS APPROVED BY CALTRANS					
b. MAJOR ARTERIAL – 1,800 FEET, 60 MPH					
c. PRIMARY ARTERIAL – 1,200 FEET, 50 MPH					
d. SECONDARY ARTERIAL – 650 FEET, 40 MPH					
e. COLLECTOR STREET – 350 FEET, 30 MPH					
f. LOCAL STREETS – 200 FEET, 25 MPH					
g. CUL-DE-SACS – 200 FEET, 25 MPH					
20. CENTERLINE BEARING TEXT SHOWN ON CENTERLINE					
21. CURVE AND LINE DATA TABLE FOR ALL CENTERLINE AND CURB DATA, TO INCLUDE LENGTH AND BEARING, DELTA, LENGTH OF ARC, RADIUS, TANGENT.					
22. FLOW ARROWS AT ALL RETURNS AND CROSS GUTTERS.					
23. STRAIGHT GRADES THROUGH CROSS GUTTERS IS PREFERRED.					
24. NO MID BLOCK CROSS GUTTERS UNLESS APPROVED BY THE CITY ENGINEER.					
25. SHOW CONNECTIONS TO EXISTING IMPROVEMENTS WITH ELEVATIONS AT THE JOIN LINE AND A MINIMUM OF 50' AT EACH SIDE OF THE JOIN.					
26. PROVIDE CROSS SECTIONS FOR STREET WIDENING AT 50' MINIMUM INTERVALS. SHOW LIMITS OF OVERLAYS AND REMOVALS. GRADE BREAKS ON LANE LINES UNLESS OTHERWISE APPROVED.					
27. APPROPRIATE TRANSITIONS PROVIDED FROM WIDENED SECTIONS. LANE DROP TRANSITIONS SHALL BE IN ACCORDNACE WITH CALTRANS STANDARDS.					
28. 2"X4" HEADERS OR 1 ADDITIONAL FOOT OF PAVEMENT WIDTH IS REQUIRED AT EDGES OF PAVING THAT ARE NOT ADJACENT TO GUTTERS.					
29. BARRICADES AND APPROPRIATE SIGNING SHOWN AT ALL TEMPORARY DEAD END STREETS.					
30. SHOW EXISTING OVERHEAD AND UNDERGROUND PUBLIC UTILITIES AND FACILITIES. SHOW NECESSARY RELOCATION, RECONSTRUCTION, ADJUSTMENT NOTES AND BY THE RESPONSIBLE PARTY.					
31. SUPER ELEVATED SECTIONS IN ACCORDANCE WITH CALTRANS STANDARDS.					
32. SHOW PROPOSED WATERLINES, VALVES, FIRE HYDRANTS, AND SERVICES.					
33. SHOW PROPOSED SEWERLINES, MANHOLES, CLEANOUTS AND LATERALS.					
34. SHOW DRIVEWAY LOCATIONS AND WIDTHS (IF AVAILABLE).					

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36. NO WATER SERVICES OR SEWER LATERALS IN DRIVEWAYS UNLESS OTHERWISE APPROVED BY CVWD.					
37. SHOW SIDEWALK LOCATIONS. IF MEANDERING, OBTAIN PLANNING APPROVAL FOR LAYOUT. SHOW SUFFICIENT INFORMATION TO LAYOUT MEANDERING SIDEWALK.					
38. SHOW ACCESS RAMPS. CHECK FOR CONFORMANCE TO CITY AND ADA STANDARDS.					
39. FOUR FEET OF CLEARANCE ON SIDEWALKS IS PROVIDED.					
40. 35 FOOT CURB RETURN RADII AT STREET INTERSECTIONS WITH SECONDARY OR LARGER STREET. ALL OTHER CURB RETURNS SHALL BE 25 FOOT RADII.					
41. 38° MINIMUM CUL-DE-SAC RADIUS.					
42. INTERSECTION SIGHT DISTANCE SHALL BE IN ACCORDANCE WITH CALTRANS STANDARDS.					
43. INTERSECTION AND DRIVEWAY SPACING MEETS STANDARDS.					
44. STREET INTERSECTIONS SHALL BE AT 90 DEGREES. FIVE DEGREES SHALL BE THE MAXIMUM ALLOWABLE SKEW.					
B. PROFILE SHOWS:					
1. PROFILE SCALE SHALL MATCH PLAN VIEW SCALE. TYPICALLY 1"=40' HORIZONTAL AND 1"=4' VERTICAL OR 1"=20' HORIZONTAL AND 1"=2' VERTICAL.					
2. PROFILE OF CENTERLINE IN EXISTING STREETS OR GROUND LINE IS DASHED.					
3. FINISHED CENTERLINE AND CURB LINES ARE SOLID LINES. LEFT AND RIGHT CURB PROFILES ARE SHOWN.					
4. SHOW EXISTING GROUND LINE AT LEFT AND RIGHT R/W IF NO GRADING IS PROPOSED.					
5. LABEL ALL GRADE LINES AND PROFILES. SHOW PERCENT OF GRADE ON CENTERLINE AND CURB LINES.					
6. STATIONS AND ELEVATIONS SHOWN AT:					
a. BEGINNING AND END OF IMPROVEMENTS					
b. CENTERLINE INTERSECTIONS					
c. VERTICAL CURVES. MINIMUM SPACING SHOWN ON VERTICAL CURVES IS 25 FEET.					
d. ALL GRADE BREAKS.					
e. ALL B.C.'s, E.C.'s, B.C.R.'s, E.C.R.'s,					
f. SUPERELEVATION SECTIONS. SHOW SUPERELEVATION RATES.					
7. EXTEND PROFILES BEYOND END OF IMPROVEMENTS A MINIMUM OF 100 FEET AS NECESSARY TO JUSTIFY THE PROFILE GRADE.					
8. IN ALL "GRADE TO DRAIN" SITUATIONS, SHOW PROFILE OF DITCH WITH ELEVATIONS FROM BEGINNING OF DITCH TO DAYLIGHT POINT AT 50' INTERVALS.					

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9. INDICATE LENGTH OF CURB RETURNS. SHOW CURB RETURN WITH ¼ POINTS IN PROFILE. PLANE METHOD FOR CALCULATING CURB RETURNS SHALL BE USED.					
10. SHOW 100' STATIONING AT BOTTOM OF PROFILE GRID. SHOULD BE ALIGNED WITH STARTING STATION IN PLAN VIEW.					
11. USE VERTICAL CURVES FOR ALL GRADE BREAKS GREATER THAN 0.50%. VERTICAL CURVE LENGTH TO ACCOMMODATE SIGHT DISTANCES IN ACCORDANCE WITH CALTRANS DESIGN STANDARDS. MINIMUM VERTICAL CURVE DISTANCE IS 50'					
12. CHECK FOR FLAT SPOTS AT HIGH AND LOW POINTS OF VERTICAL CURVES. VARY CURB VACE HEIGHT TO PROVIDE MINIMUM FLOW LINE GRADES OF 0.5% (VARY THE FLOW LINE, HOLD THE T.C.)					
13. VERTICAL SIGHT DISTANCE IS CHECKED.					
14. SHOW GRADE BREAK "BUBBLE" ON ALL GRADE BREAKS AND VERTICAL CURVE LABELS.					
15. MINIMUM STREET SLOPE IS 0.50% UNLESS OTHERWISE APPROVED BY THE CITY ENGINEER.					
16. MINIMUM FALL AROUND CURB RETURNS WITH NO CROSS GUTTERS SHALL BE 0.50%.					
17. WHEN WIDENING AN EXISTING STREET, SHOW ELEVATIONS OF TOP EDGE OF EXISTING PAVEMENT.					
18. MAXIMUM GRADE FOR INTERSECTING (MINOR) STREET IS 7% FOR MINIMUM TANGENT OF 50 FEET FROM FLOWLINE.					
19. WHERE A PROPERTY IS BEING DEVELOPED BELOW THE LEVEL OF THE STREET, A DRIVEWAY PROFILE IS REQUIRED TO SHOW THAT THE 100 YEAR STREET FLOW WILL NOT ENTER ONTO PRIVATE PROPERTY.					
20. CHECK FOR CAR DRAGGING GOING INTO DRIVEWAYS OR ALLEYS.					
V. SIGNING AND STRIPING PLANS					
A. PLAN SHEETS					
1. SCALE ON PLANS SHALL BE 1"=40' MINIMUM. APPLICANT MAY USE 1"=20' WHEN ADDITIONAL DETAIL OR CLARITY IS REQUIRED.					
2. CITY'S STANDARD SIGNING AND STRIPING NOTES ARE INCLUDED.					
3. ALL SIGNING AND STRIPING PLANS SHALL BE IN CONFORMANCE WITH THE LATEST EDITION OF CALTRANS TRAFFIC MANUAL CHAPTERS 4 AND 6, CALTRANS STANDARD PLANS AND CALTRANS STANDARD SPECIFICATIONS.					
4. PLANS MAY BE DOUBLE OR TRIPLE STACKED AS ROOM PERMITS. MATCH LINES SHALL BE PROVIDED AT ALL BREAK POINTS.					
5. CENTERLINE STATIONS AT 100 FOOT INTERVALS ARE SHOWN.					
6. STATIONING SHOULD INCREASE FROM LEFT TO RIGHT (SOUTH TO NORTH OR WEST TO EAST).					

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7. SHOW SCALE AND NORTH ARROW ON EACH SHEET. SHOW 4" GRAPHIC BAR SCALE.					
8. NAMES OF ALL STREETS SHOWN.					
9. SHOW EXISTING SIGNING AND STRIPING WITH LABELS AND A THIN LINE WEIGHT WITH A SHORT DASH OR DOTTED LINETYPE.					
10. SHOW NEW STRIPING TO BE PAINTED WITH A THICK, SOLID LINE TYPE.					
11. SHOW HOW EXISTING STRIPING LINES UP WITH PROPOSED STRIPING.					
12. STATIONING AT ALL INTERSECTIONS WITH EQUATIONS.					
13. PROVIDE DIMENSIONS FROM CENTERLINE TO MEDIAN AND CURB/GUTTERS.					
14. DIMENSIONS FOR ALL ROAD PAVING, TRAVELED LANES AND RIGHT OF WAY WIDTHS.					
15. ALL SIGN PLACEMENT SHALL BE STATIONED. ALL SIGNS SHALL BE SPECIFIED BY CONSTRUCTION NOTE NUMBER AND TYPE OF SIGN/MARKING.					
16. THE APPROPRIATE SIGN DESIGNATION AS SHOWN IN THE CALTRANS TRAFFIC MANUAL OR THE STATE OF CALIFORNIA UNIFORM SIGN CHART SHALL BE USED, I.E. R1 –STOP SIGN, W41 – SIGNAL AHEAD, R18 – RIGHT TURN ONLY, ETC.					
17. PAVEMENT MARKING LOCATIONS SHALL BE STATIONED. MARKINGS SHALL BE SPECIFIED BY CONSTRUCTION NOTE AND TYPE.					
18. TAPERS ON PAVEMENT SHALL BE:					
a. A MINIMUM 2:1 FOR TRAFFIC WIDENING					
b. 10:1 FOR MERGING TRAFFIC ON LOW SPEED ROADS					
c. ROADS HAVING A SPEED GREATER THAN 35 MPH, MERGING LANES OR LANE DROPS SHALL USE CALTRANS STANDARD: LENGTH (ft) = DESIGN SPEED (mph) X DISTANCE TRAFFIC MOVES (ft).					
d. PAVEMENT LESS THAN 500 FEET IN LENGTH IS NORMALLY NOT CONSIDERED A LANE OF TRAFFIC AND SHOULD BE STRIPED OUT.					
19. LEFT TURN POCKET MINIMUM LENGTH IS 100 FEET BUT MAY BE EXTENDED FOR FACILITIES THAT HAVE HIGHER FREQUENCY OF LEFT TURN MOVEMENTS AND/OR TRUCK TRAFFIC.					
20. REVERSE CURVE TRANSITIONS FOR LEFT TURN POCKETS MINIMUM LENGTH IS 90 FEET. LONGER TRANSITIONS FOR HIGHER SPEED FACILITIES MAY BE WARRANTED.					
21. CHECK TRAFFIC REPORT RECOMMENDATIONS FOR INTERSECTIONS REQUIRING DUAL LEFT TURN LANES.					
22. IDENTIFY ALL PRIVATE STREETS AND DRIVEWAYS.					
23. IDENTIFY ADJACENT DEVELOPMENTS WITH TRACT OR PARCEL NUMBER.					

