PRELIMINARY CIVIL PLAN CHECKLIST

STANDARD ITEMS: WATER, SANITARY SEWER, STORM SEWER, STREET, LIGHTING, AND SIGNALS

NOTE: Items are examples of information that should be provided for preliminary approval to a public hearing.

GENERAL STANDARD ITEMS
( ) 22 x 34 Plan Sheets (5 copies for preliminary civil approval)
( ) Scale Bar
( ) North Arrow
( ) City Standard Cover Sheet (call Engineering division for CAD file)
   ( ) Project Title (on all sheets)
   ( ) Section, Township and Range (on all sheets)
   ( ) Engineers Stamp (signed and dated on all sheets)
   ( ) Vicinity Map
   ( ) Legend (APWA Standard Symbols)
   ( ) North Arrow
   ( ) Datum - Bench Mark Designation, Elevation, and Location (on all sheets where elevations are referenced)
   ( ) Datum - Horizontal, City of Gig Harbor Ground Scale (show ties to control)
( ) City Standard Title Block w/Date Block (call Engineering division for CAD file)
   ( ) Title:
   ( ) Design By:
   ( ) Drawn By:
   ( ) Date:
   ( ) Checked By:
   ( ) Sheet Number of Total Sheets:
( ) Utility System Map (clearly depicting all proposed utilities on one drawing)
( ) Revision Block
( ) Each Utility on Separate Sheet (storm and roadway may be combined)

PLAN PORTION STANDARD ITEMS
( ) Existing or proposed access points (if any) across from proposed project location to determine compliance with the City of Gig Harbor Public Works Standards, Section 2B.140 Driveways
( ) Centerline and Stationing
( ) Right-of-Way and Width
( ) Edge of Pavement and Width
( ) Sidewalk and Width
( ) Planter Strip and Width
( ) Roadway Sections
( ) Existing Utilities (above and below ground)
( ) Adjacent Property Lines, Ownership, Parcel Number, and Street Address
( ) Identify Street Names, Right-of-Way, Lots
( ) Match Existing Sheet Numbers and Stations
( ) Easements, Width and Type
( ) Define Survey Baseline

SANITARY SEWER STANDARD ITEMS

Plan View:
( ) No smaller than 20 scale unless otherwise approved by the City
( ) Manhole
( ) Manholes Numbered
( ) Any Existing Septic Tanks/Drainfields (with note to abandon if necessary)

WATER STANDARD ITEMS

Plan View:
( ) Existing Wells (if any)
( ) Existing Utility Conflicts
( ) Fixtures (need horizontal and vertical control)
( ) Fire Hydrants (Check with Fire Marshal for location)

STORM SEWER STANDARD ITEMS

NOTE: Please refer to City of Gig Harbor 2010 Stormwater Management & Site Development Manual for additional information.

( ) No smaller than 20 scale unless otherwise approved by the City
( ) Drainage Control Plan (see Volume I, Section 3.3 of the 2010 Stormwater Management & Site Development Manual)
  ( ) If project has more than one commercial building or has multi-family residences, provide an impervious surface area table in square feet to include each building and parking lot impervious surface area % per building
( ) Preliminary Drainage Plan
  ( ) Vicinity Map
  ( ) Project Boundaries
  ( ) Sub-Basin Boundaries
  ( ) Off-Site Area Tributary to Project
  ( ) Existing and Proposed Contours at maximum 2-foot intervals
  ( ) Lot Dimensions and Areas
  ( ) Major Drainage Features
  ( ) Flow Path
( ) Existing Topography at Least 50 Feet Beyond Site Boundaries
( ) Finished Grades
( ) Existing Structures within 100 Feet of Project Boundary
( ) Utilities
( ) Easements, Existing and Proposed
( ) Environmentally Sensitive Areas
( ) 100-Year Flood Plain Boundary
( ) Existing and Proposed Wells within 1,200 feet of Proposed Retention Facility
   ( ) Wellhead Protection Areas
( ) Existing and Proposed Fuel Tanks
( ) Existing and Proposed On-Site Sanitary Systems within 100 feet of
   Detention/Retention Facilities
( ) Proposed Structures Including Roads and Parking Surfaces

STREET STANDARD ITEMS

Plan View:
( ) No smaller than 20 scale unless otherwise approved by the City
( ) Identify All Field Design Situations
( ) Edge of Pavement and Right-of-Way widths (EP & R/W)
( ) Typical Cross-sections
( ) Sidewalk and width
( ) Driveway Entrances
   ( ) AASHTO Sight Distance Triangle at ingress/egress points
( ) Landscaping Plan and Accent Lighting

Profile View:
( ) Show Grades with (+ or -) Slope
( ) Proposed Super-elevations