

SECTION 3: PLAN SHEET REQUIREMENTS

3-1 GENERAL

Public Improvement Plans shall be prepared for public improvements required of subdivisions and all other work performed within City right-of-ways 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.

The following requirements apply to the form of Public Improvement Plans:

3-2 PLAN AND PROFILE SHEETS

All improvement plans shall be clearly and legibly drawn in ink on engineering mylar, or approved equal, 24 inches by 36 inches in dimension ("D" size). Sheets shall have a 1 1/2 inch wide clear margin at the left edge and a 1 inch wide margin on all other edges, or as otherwise approved by the City Engineer.

- A. Drafting Standards:** All line work shall be neat, clearly legible, and opaque to light. Letters and numerals shall have a minimum height of 1/8 inch and be well formed and sharp. Numerals showing profile elevations shall not be bisected by station grid lines. Dimension lines shall be terminated by sharp, solid arrowheads.
- B. Scale:** Horizontal scale shall be 1 inch = 20, 40, or 50 feet and shown as a scale bar beneath north arrow. Vertical scale shall be 1 inch = 2, 4, or 5 feet.
- C. Title Block:** A title block must be shown on each sheet within the set of drawings and shall show the subdivision or project name, sheet title, sheet number, date, scale and Consulting Engineer's name, signature and license number. The title block shall be placed along the lower edge or right side of the sheet.
- D. Orientation:** All plan sets shall be oriented with the North arrow pointing either to the top or the right edge of the plan sheet.

3-3 TITLE OR GENERAL INFORMATION SHEET:

Each set of Improvement Plans shall have a Title or General Information Sheet. This sheet shall be sheet 1 of the plans and shall include the following:

- A.** *A vicinity map drawn to a convenient scale, preferably not less than 1 Inch = 2000 feet. The North arrow must point to the top of the sheet.
- B.** *A North arrow and scale.
- C.** *Sewer and storm drainage network.

D. *Index of sheets.

E. *A signature block for the City Engineer.

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| CITY OF ROSEVILLE | |
| DEPT. OF DEVELOPMENT SERVICES | |
| ACCEPTED BY: | |
| CITY ENGINEER | DATE |

F. *Utility information block.

G. *Block for Roseville Planning Project Number and Date Improvements Completed.

H. The entire subdivision or parcel drawn to a scale not less than 1 inch = 200 feet, or as approved by the City Engineer. The map shall provide the following:

1. Streets and street names of all streets within or contiguous to the project.
2. Adjacent subdivisions or parcels properly identified including names, lot lines and lot numbers.
3. All property lines.
4. City limit line (if applicable).

I. Legend of symbols conforming to the Standard Drawings. (See figure 3-1).

J. All of the Development Services General Notes, shown verbatim. The General Notes are available on the City of Roseville's web site at: https://www.roseville.ca.us/government/departments/development_services/engineering_land_development/plan_review/standard_notes

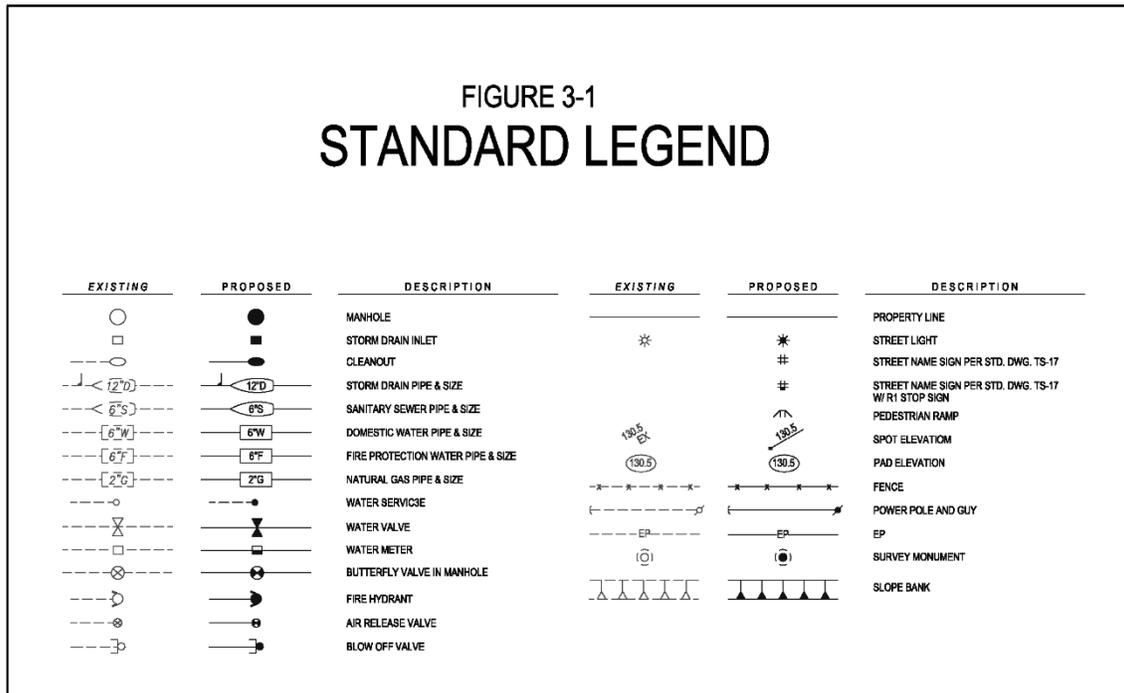
K. Typical street sections including TI and R values.

L. Temporary and permanent benchmarks with description. The Consulting Engineer shall contact the Development Services Department for the location and elevation of the nearest official benchmark.

January 2023

M. Any California Environmental Quality Act (CEQA) Mitigation Measures that apply to the project.

Improvement Plans consisting of fewer than 4 sheets, except traffic signal plans, shall not include at Title Sheet, but instead shall show all of the above information on the plans. If a title sheet is not required, those items shown with an (*) shall be shown on the first sheet.



3-4 STREET PLAN AND PROFILE SHEETS

The following requirements are for all plans submitted to the City of Roseville for review and approval:

A. Plan View: The 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. Proposed improvements shall include sidewalks, curbs, gutter, driveways, sewer mains, water mains, sewer lateral locations, storm drains, manholes, valves, fire hydrants, fencing, barricades, monuments, survey stationing, signal pull boxes, signal poles, hardscape features, curve data for all curves along centerline and curb returns and distinct elevations along the face of curb at all beginning and ends of curves and at all curb returns. In additions, right-of-way lines, easement lines, and City limit lines (if applicable) shall be shown. Call-outs on the plans to City Design and Construction Standards (“Type C D.I.”, “Type 2 curb”, etc.) shall reference the Standard Drawings where these are shown. Callouts for non-standard improvements shall reference the detail, including sheet number, which provides the construction specifics. Other data may be required as specified by the City Engineer. 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 that used for the design of existing improvements where possible.

- B. Profile View:** The 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 elevation shall be shown on the street centerline and gutter flow line at 50-foot stations and grade break points, manhole and catch basin inverts and elevations and water main crossings with other utilities. Rates of grade shall be shown on all profile lines. Elevations of hydraulic grade line for the 10 year frequency storm shall be shown at all storm drain manholes, catch basins and drain inlets where located above the top of the pipe. Elevations of the hydraulic grade line for 100 year frequency storms shall be shown at all crossings of arterials, culverts and where determined necessary by the City Engineer. Storm drain manhole and inlet identification numbers from drainage study shall be shown at all storm drain manhole and inlet locations.
- C. Signing and Striping Plans:** 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 = 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 be shown.
- D. Rough Grading and Finished Grading Plans:** Rough Grading and Finished Grading Plans shall conform to the requirements of these Design Standards. (See Section 11).
- E. Other Plans:** Other plans that shall be incorporated in the public Improvement Plans include, but are not limited to, landscaping and irrigation, dry utilities, retaining and decorative soundwalls, and traffic signals. The layout of meandering sidewalks, soundwalls, pedestrian pass-throughs, etc., shall be shown on the Improvement Plans along with any grading associated with these improvements in addition to being shown on the landscaping plans. Public improvements built under the landscaping plans shall be included in the cost estimate submitted with the Improvement Plans in order that they may be properly bonded for and inspections costs covered.

3-5 DETAIL SHEETS

Detail sheets, if necessary, shall delineate special details, structural designs, etc., for which no Standard Detail exists, and when space is not available on the plan and profile sheets.

Plan views of the structure, for which details or design are to be provided, shall be shown on the detail sheet depicting the location of said structure in relation to street centerlines, stations, bearings, skews, grades, etc.. Structural details shall be delineated at a scale that will clearly define all facets of the design. Standard Details shall not be delineated on detail sheets or any other sheet unless reproduced in full.

3-6 PARCEL AND FINAL MAPS

The parcel or final map shall be prepared by or under the direction of a Civil Engineer registered in the State of California authorized to practice land surveying or licensed land surveyor in the manner required by the State Subdivision Map Act, Chapter 18 of the Roseville Municipal Code, and these Design & Construction Standards.

A. Preparation and Form: The general form and layout of the map, including size and type of lettering, drafting and location acknowledgements, etc., shall be as approved by the City Engineer. Parcel and final maps shall conform to the following:

1. Survey information shall generally read from left to right and orientated perpendicular or parallel with the northerly direction. North shall be oriented to either top or right edge of the sheet.
2. Large lot final maps or large lot parcel maps shall not be more than 1 inch = 100 feet, unless otherwise permitted by the City Engineer. The scale of residential final maps shall not be more than 1 inch = 50 feet. All maps shall clearly show all details of the subdivision.
3. All dimensions shall be shown in feet and hundredths of a foot. No ditto marks shall be used.
4. If more than 2 sheets are necessary to show the entire subdivision, a graphical index shall be included.
5. The subdivision designation, tract number, other numbers assigned by the City Engineer, scale and North arrow shall be shown on each sheet.
6. A title sheet, designated as page number 1 of the final map, shall be provided. Where the size of the subdivision permits, in lieu of a separate title sheet, the information required may be shown on the same sheet as the map of the subdivision.
7. The final map shall be legibly drawn in accordance with the requirements of the Subdivision Map Act and as directed by the City Engineer. The parcel or final map, when filed, must be in such condition that legible prints and negatives can be made there from.
8. All text height, found or set monuments and line weights shall more or less conform to figures 3-2A, 3-2B and 3-2C.

January 2023

FIGURE 3-2A
SCALE AT 1"=40'

TEXT HEIGHT =4.0

- Ø4.00" ○DIMENSION POINT, NOTHING FOUND OR SET
- Ø4.00" ◯SET MONUMENT SYMBOL
- Ø4.00" ⊙SET MONUMENT SYMBOL FOR MONUMENT BOX
- Ø4.00" ◻SET STREET CENTERLINE MONUMENT SYMBOL
- Ø4.00" ⊗FOUND MONUMENT SYMBOL FOUND MONUMENT BOX
- Ø4.00" ●FOUND MONUMENT SYMBOL
- Ø4.00" ■FOUND STREET CENTERLINE MONUMENT SYMBOL

FIGURE 3-2B
SCALE AT 1"=20'

TEXT HEIGHT =2.0

- Ø2.00" ○DIMENSION POINT, NOTHING FOUND OR SET
- Ø2.00" ◯SET MONUMENT SYMBOL
- Ø2.00" ⊙SET MONUMENT SYMBOL FOR MONUMENT BOX
- Ø2.00" ◻SET STREET CENTERLINE MONUMENT SYMBOL
- Ø2.00" ⊗FOUND MONUMENT SYMBOL FOUND MONUMENT BOX
- Ø2.00" ●FOUND MONUMENT SYMBOL
- Ø2.00" ■FOUND STREET CENTERLINE MONUMENT SYMBOL

FIGURE 3-2C

-BOUNDARY LINE (Weight =.70mm)
-INDIVIDUAL PROPERTY LINE (Weight =.40mm)
-ADJACENT PROPERTY LINE (Weight =.20mm)
- - - - -EASEMENT LINE (Weight =.30mm, LT Scale=0.1)

B. Certificate Sheet: The Certificate Sheet shall contain the following information:

1. The title followed by the words, "Subdivision No. (Insert Planning Department's file number)." "City of Roseville, Placer County, California."
2. Below the title shall be a subtitle, consisting of a description of all property being subdivided with reference to such map or maps of property shown thereon as shall have been last previously recorded or filed in the County Recorder's Office, or shall have been previously filed with the County Clerk pursuant to a final judgment in any action in partition, or shall have been previously filed in the office of the County Recorder under authority of the Subdivision Map Act or by reference to the plat of any United States survey.

The Title shall also include the Section(s), Township, and Range of the Mount Diablo Meridian.

3. The subtitle of maps filed for the purpose of reverting subdivided land to acreage shall consist of the words, "A reversion to acreage of ..." (insert description as required herein).

January 2023

4. Reference to tracts and subdivisions in the description must be worded identically with original records. Reference to book and page of record must be complete.
5. Affidavits, certificates, acknowledgements, endorsements, acceptances, dedications and notary seals as required by law including, but not limited to, the Subdivision Map Act and City Ordinance.

C. Information: The parcel or final map shall substantially conform to the City approved or conditionally approved tentative map including all approved modifications, and shall contain the following information:

1. All areas shown on the map which do not constitute a part of the subdivision shall be labeled “Not a part of the subdivision,” or, “N.A.P.O.T.S.” All lines delineating such areas shall be dashed.
2. The following survey data and information shall be shown on the Final Map:
 - a. Corners Stakes, monuments (together with their precise position) or other evidence found on the ground, to determine the boundary of the subdivision.
 - b. Corners of all adjoining properties identified by lot and block numbers, subdivision names, numbers and pages of record, or by section, township and range, or other proper designation.
 - c. All information and data necessary to locate and retrace any point or line without reasonable difficulty.
 - d. The location and description of any required monuments to be set after recording of the parcel map, and the statement that they are “to be set.”
 - e. Bearings and lengths of each lot line, centerline, block line and boundary line, and each required bearing and distance. All line annotation shall be located adjacent to the described line. Curve and line tables can be used to avoid crowding and conflicts with line work or other information shown on the map; however, the use of annotation tables shall be kept to a minimum and located on the same sheet as the line work.
 - f. Details shall be located on the same sheet as the line work being depicted in the detail.
 - g. Chord length, chord bearing, radius, arc length, and central angle of each curve.
 - h. The survey center lines of any street or alley in or adjacent to the parcel together with reference to a field book or map showing such center line and the monuments which determine its position. If the monuments are determined by ties, that fact shall be so stated.

January 2023

9. The lines of any natural watercourse, channel, stream, creek or body water in or adjacent to the subdivision and/or officially adopted floodplain lines, which constitute parcel boundary lines or easement lines.
10. Any City boundary crossing or adjoining the subdivision clearly designated and tied in.
11. Total acreage within the subdivision.
12. The basis of bearings used in the field survey, making reference to some recorded subdivision map or other source acceptable to the City Engineer.

D. Additional Data Required: The following statements, documents and other data, and as many additional copies thereof as may be required shall be filed with the parcel or final map:

1. On the application form, the names, addresses, and telephone numbers of the record owners and subdivider and persons preparing the Parcel or Final Map.
2. A guarantee of title or letter from a title company, certifying that the signatures of all persons whose consent is necessary to pass a clear title to the land being subdivided and all acknowledgements thereto, appear and are correctly shown on the proper certificates, and are correctly shown on the final map; both as to consents for the making thereof and the affidavit of dedication.
3. A traverse computations sheet in a computerized form approved by the City Engineer; giving bearings, distances and coordinates, and showing the mathematical closure. No manual computations will be accepted. All lots must close to within 0.02 feet or as specified by the City Engineer. Each sheet of survey closures shall be numbered sequentially.
4. All protective covenants, restrictions, or affirmative action obligations in the form in which the same are to be recorded when approval thereof by an officer of the City has been required as a condition of approval of the Tentative Map.
5. All offers of dedication by separate instrument shall conform to Section 2-11 of the Design Standards; and any offer of dedication by separate instrument for fee title shall conform to Chapter 18.16.060F and Chapter 18.16.100 of the Roseville Municipal Code.

Whenever an offer of dedication by a separate instrument accompanies a Parcel or Final Map, the Parcel or Final Map shall not be accepted for filing by the City Engineer until he first approves the instrument of recordation.

6. All other data required by law as a condition of approval of the Tentative Map, including plans, reports, agreements, permits, fees security or other requirements.

January 2023

E. Subdivision Agreement- If the required improvements for the subdivision have not been completed to the satisfaction of the City Engineer and accepted by the City Council prior to recording of the Parcel map or Final Map, the Subdivider shall enter into a Subdivision Agreement with the City. The form of the agreement shall be as approved by the City Attorney, and said agreement shall be approved by the City Council and recorded concurrent with the Parcel or Final Map. See Section 2-25C for more information on subdivision agreements.

3-7 PROPERTY OF CITY OF ROSEVILLE

All plans, maps, reports and any other items submitted to the City shall become the property of the City. The City shall not be responsible for the return of these items once they are submitted.