



CITY OF SANTA MONICA
DEPARTMENT OF PUBLIC WORKS
CIVIL ENGINEERING DIVISION
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STREET AND ALLEY IMPROVEMENTS CHECKLIST

All Sheets

_____ 1. City of Santa Monica title block with City issued drawing number and numbered sheets.

Title Sheet

- _____ 2. General notes and construction notes.
- _____ 3. Job address and legal description.
- _____ 4. Vicinity map, north arrow, legend, abbreviations key and drawing index.
- _____ 5. City Bench mark.
- _____ 6. Basis of bearing.
- _____ 7. Developer's name and address.
- _____ 8. Plans prepared by engineer/architect with signed signature block and license number.
- _____ 9. City electrical superintendent signature block (for street light and other electrical work).
- _____ 10. Add a note with the engineer/architect signature block: "Engineer/Architect is responsible for coordination of on-site building grades with off-site improvements grades."

Plan Sheet(s)

- _____ 11. Plan view with scale, north arrow, and 50' stations indicated.
- _____ 12. Show and label all curb, curb return, property line, centerline of street/alley, sidewalk, name of street(s)/alley, and existing pavement type.
- _____ 13. Driveways, ramps, street lights, traffic signals, trees, power poles, fire hydrants, parking meters, signs, pull-boxes, manhole covers, catch basins, gutter, curb drains, etc.
- _____ 14. All underground utility lines and manhole and vault covers shown with size and distances to nearest property lines.
- _____ 15. Indicate all stations to new improvements, use dashed lines for elements to be removed, use shaded areas for new improvement (sidewalk, driveways, new paving, ramps, etc.).
- _____ 16. Curve and curb data - central angle, radius, length and tangent.

_____ 17. All distances measured from center line of alley or street.

_____ 18. Any required grading between curb or sidewalk and right of way line.

Profile Sheet(s)

_____ 19. Station and elevation at all grade breaks, change of alignment, BVC, EVC, and Point of Intersection.

_____ 20. Vertical datum elevation for each profile.

_____ 21. Show R (slope) transitions on profile before and after grade breaks for both existing and proposed conditions.

_____ 22. If a grade Break is greater than 0.5% for streets and 0.75% for alleys, a vertical curve must be designed.

_____ 23. Profiles for existing and proposed elevations and grades, utilities, etc. ALLEYS: profile centerline and property lines. STREETS: profile centerline, top of curb, gutter flow line

Details, Sections Sheet(s)

_____ 24. Typical street or alley sections (of curb, gutter, sidewalk and pavement).

_____ 25. Section of driveways and ramps.

_____ 26. Sections of catch basins and laterals.