

City of La Quinta Public Works Department - General Sheet Requirements

GENERAL SHEET REQUIREMENTS – ALL SHEETS

Medium

- 24 inch x 36 inch size. Final submittal on 3 mil. Mylar film.
- No “sticky back” film, glued or taped on sections.
- Bold new construction areas and grayscale existing.

Drafting/layout requirements

- Plan name with tract, PM or SDP number.
- Street name and storm drain limits – i.e. Jefferson Street, line “a” - STA 10 +00 to STA 21 +00.
- Type of plan, on-site storm drain plan or off-site storm drain plan.
- Section, township and range.
- Revision block.
- Preparer’s name, address, phone number.
- Basis of bearing and approved bench mark. Utilize benchmark adjustments (if any from adjacent projects) – Do not create a unique adjustment value for the project. Verify elevations to existing top of curbs to match and assure that elevations provided are accurate.
- Signature blocks provided
 1. City sign off block – approved by: City Engineer., RCE # _____, Exp. Date – ___/___/___
(Timothy R. Jonasson, RCE # 45843, Exp 12/31/16) - Omit city sign off block for SWPPP Plans.
 2. Responsible engineer’s signature block and seal – check Exp. Date.
 3. Other agency’s signature block(s) if required (i.e. CVWD, County of Riverside, and City of Indio).
 4. Other City departments (Building & Safety (i.e. Precise Grading), Community Development Department (i.e. Rough Grading, Precise Grading, Landscape), Community Services (i.e. Parks, Recreational Facilities, etc.).
- Use a Dig Alert note with phone number (800) 227-2600.
- Sheets numbered numerically in increasing order – sheet ____ of ____.
- 0.08 inch minimum text height – CAD drafted, 0.10 inch if hand drafted – all text legible.

TITLE SHEET

- City General notes provided (City Notes for Grading, Paving and Signing & Striping when applicable).
- Legend of symbols used, includes construction note symbols, typical abbreviations, special line types, hatching legend, etc.
- Owner’s information - name/address and telephone number.
- Construction notes and estimate of quantities:
- Provide sheet index.
- FEMA flood zone designation.
- Soil engineer stamp on: Mass Grading, Rough Grading, Onsite and Offsite Street, and Precise Grading.
- Parking lot ratio table on all Precise Grading plans or projects with conditioned parking facilities.

Index map

- Scale is 1 inch = 500 ft or smaller - use standard scale.
- Sheet coverage is shown.
- Street names and lot numbers shown.
- Q10 & Q100 shown at all inlets and end of system locations (offsite downstream, retention basins, etc.).
- Current and Proposed Upstream and Downstream historic flood route with estimated Q10 and Q100.
- Surface overflow routing as applicable.

Utility agency information

- Coachella Valley Water District (CVWD) (760) 398-2651.
- Myoma Dunes Mutual Water co. (limited areas of north La Quinta only) (760) 345-2694.
- Imperial Irrigation District (IID) - (800) 303-7756 OR (760) 398-5820.
- The Gas Company (800) 427-2200.
- Verizon (formerly GTE) (888) 553-1555.
- Time Warner Cablevision (760) 340-1312.

Vicinity map

- Arterial streets shown.
- Project location indicated on map. Scale notation provided (“NTS” is ok).