



IMPROVEMENT PLAN SUBMITTAL REQUIREMENTS



City of Redding
777 Cypress Avenue
Redding CA 96001
Telephone:
(530) 225-4170
FAX: (530) 245-7024

The following documents are required by the Land Development Section for improvement plan submittals. Plans shall include grading, storm drains, landscaping, streets, sewer, water, electric, traffic signals, and related facilities.

Incomplete submittals will be returned unchecked with a request for additional information.

Yes No NA

- Completed **Grading Application/Permit** form.
- Engineer's estimate showing all work required on project.
- Plan check fee (1% of engineer's estimate) unless fee is processed through an Encroachment Permit.
- Fire Flow Calculations.
- Drainage Report and/or structural calculations (2 sets) prepared by a civil engineer.
- Soils Report. **Note:** *All recommendations included in the Soils Report shall be incorporated into the grading plans and specifications.*
- Three (3) complete sets of plans (24" x 36") prepared by a registered civil engineer licensed by the State.
- One copy of the final map.

Plans shall contain the following information:

Yes No NA

- The scale of the plans shall not be more than one inch equaling fifty feet, nor less than one inch equaling twenty feet. The scale of details or sections shall be shown on each sheet.
- A vicinity sketch adequately indicating the site location.
- Property lines, dimensions and bearings of the property on which the work is to be performed.
- Title block in lower right hand corner.
- A signature block for:

City Engineer	Pacific Gas & Electric	U.S. Post Office
City Electric	SBC Communications	Shasta County Mosquito Abatement
City Fire Marshall	Charter Cable TV	

- Legend of symbols conforming to the City's *Construction Standards*.
- Permanent benchmark information.
- Signing and striping plan (on a separate sheet from other improvements).

- A north arrow shall be shown on each sheet where applicable.
- Plans shall be laid out to orient north to the top or right edge of the sheet.
- All hand lettering shall be 1/8th inch minimum; computer generated lettering shall be 1/10th inch minimum.
- If the plans include multiple sheets, a cover sheet shall be included showing the streets, lots, unit designations, index, and vicinity map.
- Plans shall show complete plans, profiles, and details for all required improvements to be constructed, both public and private, including common areas. Street names must be shown.
- Reference shall be made to *City Construction Standards* or State standard plans in lieu of duplicating the drawings.
- All calculations shall be legible, systematic, and signed and dated by a registered civil engineer licensed by the State and in a form approved by the City Engineer.
- Items shown on the grading permit submittal sheet.
- Location of any existing buildings, structures, easements, utilities, and drainage channels on the property where the work is to be performed.
- Contours showing the topography of the existing ground.
- Detailed plans of all drainage devices, walls, cribbing, dams, or other protective devices to be constructed in connection with or as part of the proposed work, together with a map showing the drainage area and calculated runoff of the area served by the drains, subdrain location, and approximate length.
- Any additional plans, drawings, calculations, or title reports that the Development Services Director may require because of special characteristics found to exist upon the site.
- Final erosion control plan.
- Electric Plan.

Sets of Plans for second or subsequent checks.