



CITY OF KINGMAN

ENGINEERING DEPARTMENT

DRY UTILITY PLAN CHECKLIST

310 N. 4th Street Kingman, AZ 86401 Ph: (928) 753-8122 Fax: (928) 753-8118

Project Name: _____ Project Number(s): _____

Reviewed By: _____ Phone: _____ Date: _____

Utility Owner: _____ Phone: _____

The purpose of this checklist is to offer comments on plan design for construction of dry utilities within public right-of-way. Source of the design policy for dry utility construction are City of Kingman Streets and Sidewalks Development Rules and Regulations, City of Kingman Utility Regulations, MAG Standard Specifications & Details, City of Kingman Addendums to MAG Standard Specifications & Details, AASHTO, MUTCD and Kingman Area Master Drainage Plan Design and Administrative Manual.

This checklist serves to minimize redline comments on the check prints and to maintain consistency among plan reviewers on plans for dry utility construction in the public right-of-way. Plan approval and issuing permits depends on compliance with the comments made on the check prints and this checklist. The Utility Owner shall satisfy themselves of the completeness and accuracy of the plans.

A completed checklist must be attached to the dry utility plans when submitted for first review. The following Certification Statement must be signed by the Utility Owner certifying that all applicable requirements on this checklist have been met.

CERTIFICATION

I CERTIFY THAT THE REFERENCED PLANS COMPLY WITH ALL APPLICABLE CITY ORDINANCES AND STANDARDS, INCLUDING FEDERAL, STATE AND COUNTY REQUIREMENTS AND REGULATIONS. IN ADDITION, I CERTIFY THAT THIS CHECKLIST HAS BEEN COMPLETED ENSURING ALL ITEMS LISTED ARE PROPERLY ADDRESSED. I UNDERSTAND THAT IF I FAIL TO ADDRESS ALL APPLICABLE ITEMS IN THIS CHECKLIST, THE PLANS MAY BE IMMEDIATELY RETURNED TO ME WITHOUT ANY FORMAL REVIEW BEING PERFORMED.

Utility Owner's Name: _____

Utility Owner's Signature: _____ Date: _____

Please complete and return this checklist and the check prints with your next submittal. Discussion of redline comments on plans or this checklist should be directed to the plan reviewer listed above.

Applicant (**APP**) must fill out all boxes in the first column as either (Addressed) or (Not Applicable).

Civil plan reviewer (**RVW**) shall check the second column as (Required) when requirements have not been properly addressed.

REQUIRED SUBMITTALS

APP RVW

Plan sheets shall be submitted on a maximum size sheet of 24" X 36" and be legible at 50% reduction; submit three (3) sets of plans.

GENERAL REQUIREMENTS

Symbols shall be per City of Kingman Uniform Standard Details for Public Works Construction or MAG Standard Details for Public Works Construction as applicable.

Orientation of each plan sheet shall be shown by a north arrow and scale of drawing. (North arrow is to be up or to the right.)

A cover sheet is required on plans of two (2) sheets or more. If the plan is a single sheet, the information requested below under 'Cover Sheet Requirements' is to be provided on the plan.

Provide a plan view and a profile (as applicable) on each plan sheet.

Each sheet shall be identified by sheet number, project name, and match lines.

All plan sheets shall be sufficiently clear to allow legible prints to be reproduced from microfilm. The size of lettering and symbols shall be 1/8 inch minimum. Shading or zip tape is not permitted.

Cover for underground utilities shall meet current City of Kingman minimums. For utility relocations, show the specific utility affected and the utility owner responsible.

This project is subject to the National Pollution Discharge Elimination System (NPDES) requirements for construction sites under the Environmental Protection Agency (EPA) General Permit for Arizona. Owners, developers, engineers, architects, and/or contractors are required to prepare all documents required by this regulation, including but not limited to: SWPPP/SWMP, NOI, NOT.

COVER SHEET REQUIREMENTS

Engineering plan review project number (ENG#) in lower right corner.

Provide a project title block with name and address of project.

Provide the Utility Owner's name, address, and telephone number.

Provide Applicant's name, address, and telephone number.

Provide a vicinity map with a north arrow oriented up or to the right.

Provide an index of plan sheets if more than one plan sheet is included.

Provide a legend identifying symbols, lines, etc.

Provide Signature Approval Block. (In lower right-hand corner)

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THE CITY OF KINGMAN**

CITY ENGINEER (OR DESIGINEE)

Key map is required on plans with more than two (2) sheets. A key map is a small-scale map of the project site that provides a system overview and is used to index the plan sheets. The key map shall clearly show the following:

- All streets with names, alleys, easements, tracts, and parcels shall be identified or shown "unsubdivided."
- Index of plan sheets indicated by single line with arrows showing beginning and end of each sheet.

Provide a Blue Stake notification decal.

Provide a material list for Right-of-Way or easement work.

NOTES FOR UTILITY PLANS:
(ALL notes to appear on cover sheet)

APP RVW

Engineering Department's Civil/Site Inspection Staff shall be notified 48 hours before any construction begins telephone (928) 753-8195.

All construction to conform to M.A.G. Specifications and Details and City of Kingman Supplement to M.A.G. Specifications and Details, unless modified on the plans.

Compaction shall comply with M.A.G. Section 601 & City of Kingman Supplements.

This set of plans has been initially reviewed by the City of Kingman. Such review is part of the process that developer(s)/contractor(s) must go through in order to obtain a Construction Permit. The results of such initial review shall not dictate the City of Kingman's final determination as to the acceptability of the plans, nor shall it prevent the City of Kingman from requiring errors and omissions, as found on plans, be addressed by developer(s) /contractor(s), where such errors and omissions cause the plans to be in violation of or inadequate under applicable federal/state/county/local codes, ordinances, regulations, or other laws. This reviewed and stamped set of plans must be kept at the construction site at all times.

All work must comply with requirements of the Manual on Uniform Traffic Control Devices (MUTCD).

Any and all more stringent requirements required by Federal, State, County, or Local codes or ordinances take precedence.

Concrete or asphalt damaged during the course of construction shall be removed and replaced in kind prior to final inspection.

The contractor shall have a copy of the approved construction plans and approved traffic control plan at the project site at all times.

All utilities crossing existing City streets must be bored unless permission to open cut has been given in writing by the City Engineer or his authorized representative. Before starting any street cut or bore that crosses a major roadway, the contractor must schedule a separate field meeting with the project inspector to verify that all Blue Stake and design requirements are met.

Utility companies are required to coordinate alley work with the Sanitation Department by calling (928) 757-7467.

Alignment on plans may not deviate more than 1' without getting approval of the City Engineer.

All work requiring asphalt replacement, concrete replacement, or resurfacing alleys in City right of way will require a final inspection with the utility company representative at time of completion.

Abandoned facilities shall be removed unless otherwise approved by the City Engineer.

PLAN SHEETS REQUIREMENTS:
The plan sheets shall show the following to proper scale:

Provide a title block on all sheets.

All sheets shall be numbered with match lines (if required) and street names.

Show locations and limits of proposed construction.

The vertical scale shall be 1" = 2' or 1" = 4'. The horizontal scale shall not be smaller than 1" = 40'. For major and collector streets, cases of unusual topography, or complex situations where more detail is necessary, the scale shall be 1" = 20'.

Show the location, by dimension, of all proposed and existing utilities, structures, concrete, paving, drainage facilities, and other topographic features affected by construction, to include traffic signals and street lights. All utilities shall be dimensioned from street monument lines.

Show and label all existing and proposed easements, dedications, right-of-way, streets, and alleys with dimensions. Streets shall be identified by name. Streets, alleys, and easements shall be dimensioned at least once and at all breaks. Monument line of streets shall be shown.

APP RVW

All abutting lots shall be identified by lot #, tract, and subdivision or shown un-subdivided.

Pavement replacement thickness and type are to be per City of Kingman Detail 200-1. Curb and gutter replacement shall be a minimum of one (1) full section, per M.A.G. Standard Detail 220. Sidewalk replacement shall be a minimum of one (1) full panel per City of Kingman Detail 230.

Discussion of redline comments on plans or in this checklist should be directed to the plan reviewer.

PLANS FOR REVISION

All original plan approvals and signatures are to remain on the revised plans.

All plans revised after the original approval shall be resubmitted for review and approval. The nature of the revisions must be called out on the cover sheet and on the sheet(s) which have been revised. The revision number itself shall consist of a numeral within a triangle next to each revision. Δ Changes on each plan sheet shall be highlighted with "clouding".

All revised sheets, including the cover sheet are to be signed and dated.

New approval signature block is required to be added to the cover sheet for approval of the revisions.

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CITY ENGINEER OR DESIGNEE