



PAVING PLAN REVIEW CHECKLIST

LOG NUMBER: _____
PROJECT: _____

REVIEWER:
1st _____ Date _____
2nd _____ Date _____
3rd _____ Date _____

KEY: / = Acceptable X = Not Applicable
 O = Not Acceptable or Missing ? = Unable to Determine Acceptability Status

PLEASE RETURN THIS ORIGINAL CHECKLIST WITH THE NEXT SUBMITTAL.

Complies	Requirements
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PLAN PREPARATION AND SUBMITTAL

- _____ 1. The First Submittal of the Paving Plans shall include, at a minimum, the following items (unless previously submitted):
 - a. A Geotechnical or Soils Report containing, at a minimum, Atterburg Limits test results, Sieve analysis and gradation test results, and swell test results. The Report must include pavement thickness recommendations showing proposed thicknesses for AC, PCC (if applicable), and aggregate base.
- _____ 2. The Paving Plans shall be submitted on 24" x 36" sheets bound or stapled in sets.
- _____ 3. Each sheet of the Paving Plans must be signed and sealed by the Engineer preparing the plans.
- _____ 4. The minimum height of all text, numbering, and lettering shall be 0.1" (one tenth of one inch).
- _____ 5. If a Model Home Area is to be a part of the development, an all-weather fire apparatus access roadway must be provided prior to constructing any structure or bringing combustible materials on site. The roadway must be a minimum of 20 feet unobstructed width. The surface must consist of a minimum 6-inch ABC at 100% compaction, on subgrade compacted to 95%. Access roadways exceeding 150 feet in length must be provided with an approved turn-around per Maricopa Fire District Policy #105, or a looped roadway.



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- _____ 6. If an Easement or Right of Way dedication is required by Separate Instrument, the following exhibits and/or information must be provided with the Easement Document:
- a. The Subdivision Name,
 - b. The Type of Easement or Right of Way,
 - c. The Reason or purpose of the Easement or Right of Way and why it is required,
 - d. A Vicinity Map showing the major cross streets,
 - e. The Legal Description Sealed by an RLS,
 - f. A Detail Map showing the Easement or Right of Way alignment with dimensions and bearings, True Point of Beginning, Section, Township, and Range,
 - g. Current Title Report. (6 months or less)

COVER SHEET REQUIREMENTS

- _____ 7. The Name of the proposed development must be shown on the Title Block of the cover sheet, with the Legal Description of the property, including the Town, County, and State.
- _____ 8. The Developer's name, address and phone number must be shown on the cover sheet.
- _____ 9. The Engineer's name, address, and phone number must be shown on the cover sheet.
- _____ 10. The following Town Standard Notes must be shown, on the cover sheet:
- a. General Notes,
 - b. Paving Notes,
 - c. Signing and Striping Notes, if applicable.
- _____ 11. All elevations shown on the plans must be referenced to an approved Town benchmark. The benchmark description must be shown on the cover sheet.
- _____ 12. The Basis of Bearings must be shown on the cover sheet.
- _____ 13. An Index Map with the following information is required on the cover sheet:
- a. Street Names,
 - b. Sheet numbers and limits,
 - c. Lot, Tract, and Parcel Designations per Final Plat,
 - d. Retention Basin Designations per Drainage Report,
 - e. Phase limits and numbers if applicable
 - f. Model Home area, if applicable.
- _____ 14. A Vicinity or Site Location map is required on the cover sheet.
- _____ 15. A Quantity Tabulation is required on the cover sheet.



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_____	16. A "Utility Coordination" block shall be included on the cover sheet showing the names of the utility companies and services serving the area of the Development and the date(s) plans were submitted to them.
_____	17. Detailed typical street sections for all streets shall be shown on the cover sheet or on a separate detail sheet. The street section shall include, at a minimum, the following items with dimensions and applicable standard detail identification: <ul style="list-style-type: none"> a. Right-of-Way, b. Public Utility Easements, c. Roadway with curb and gutter identified by type, d. Sidewalks, e. Pavement section, f. All applicable pavement and grading slopes, g. Underground Utilities with dimensions to centerline.
_____	18. A Legend shall be shown on the cover sheet, or detail sheet, for all symbols used on the paving plans.
_____	19. All portions of the development within the FEMA 100-year flood zones must be identified. If any such areas are identified, the Plans must be submitted to the Town Engineer for approval. The Approval Block shall be added to the cover sheet above the Town Engineer's Approval Block.

DRAINAGE PLAN APPROVED	
TOWN ENGINEER	DATE
TOWN OF FLORENCE, ARIZONA	

_____ 20. The following Approval Block shall be included in the lower right of the cover sheet:

APPROVED:	
TOWN ENGINEER	DATE
TOWN OF FLORENCE, ARIZONA	



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- _____ 21. The following "As Built Certification shall be included on the cover sheet:

<u>AS BUILT CERTIFICATION</u>	
I HEREBY CERTIFY THAT THE "AS BUILT" MEASUREMENTS AS SHOWN OR NOTED HEREON WERE MADE BY ME OR UNDER MY SUPERVISION AND ARE CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.	
REGISTERED LAND SURVEYOR	DATE
(SEAL)	

GENERAL INFORMATION REQUIRED ON THE PLAN SHEETS

- _____ 22. A North arrow and scale must be shown on each sheet of the Plans. Horizontal and vertical scales must be shown on the Profile view of each plan and profile sheet. The plans shall be at a minimum horizontal scale of 1" = 40' and vertical scale of 1" = 4'.
- _____ 23. Match lines, with stationing and sheet references, must be shown on each sheet as applicable. Show matching stations on plan and profile, with TC, G and pavement elevations at all match lines.
- _____ 24. The limits of the Model Home Area, if applicable, shall be shown on the plans.
- _____ 25. Phase limits and numbers, if applicable, must be shown on each applicable sheet.
- _____ 26. All existing storm drainage facilities such as retention basins, catch basins, scuppers, and storm drain pipes must be shown on the plans.
- _____ 27. All proposed storm drainage facilities and structures such as retention basins, scuppers, catch basins, storm drain pipes, and drainage ways or swales must be shown on the plans if they are within the street or roadway section or a reasonable proximity of the street or roadway and must be identified by the same designation shown in the Drainage Report



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- _____ 28. The following utility reference items must be shown on each sheet.
- a. All existing and proposed utilities must be shown in plan view.
 - b. All existing irrigation facilities must be shown in plan view and pipe crossings must be shown in the profile view, with invert elevations.
 - c. All Utility crossings must be shown in profile view with known elevations or approximate elevations.
 - d. All existing and proposed manholes under new pavement must be adjusted to grade per MAG Standard Detail 422 and MAG Specification Section 345 with concrete collar and it must be so noted on the plan view.
 - e. All existing and proposed valve boxes and covers affected by construction must be adjusted to grade per MAG Standard Detail 270 and MAG Specification Section 345 with concrete collar and it must be so noted on the plan view.
- _____ 29. The following design items must be shown on each sheet in plan view with all applicable dimensions and standard detail identification:
- a. Existing and proposed right-of-way,
 - b. Existing and proposed roadway section (B/C to B/C),
 - c. Existing and proposed curbs or curb and gutter sections,
 - d. Existing and proposed sidewalks,
 - e. Existing and proposed streetlight bases,
 - f. Proposed sidewalk ramps at street intersections (MAG Standard Detail 231-A and 233-C). The City Engineer may approve a modified ramp should space be a problem.
 - g. Proposed sidewalk ramps at mid-block or other locations, if applicable. (MAG Standard Detail 233-C),
 - h. Survey monuments, MAG Standard Detail 120-1, and type,
 - i. All existing items "to be protected in place" must be noted.
 - j. All existing water wells within the right-of-way must be shown on the plans with their Department of Water Resources registration number. If not registered, so note on the plans.
- _____ 30. The following survey design items must be shown on each sheet:
- a. Station numbers with sheet reference at all match lines in plan and profile.
 - b. All centerline survey data.
 - c. Station numbers at all changes in street alignment, intersections, curb returns, and grade breaks in profile.
 - d. Gutter and centerline spot elevations at all grade breaks.
 - e. Gutter spot elevations at all intersections.
 - f. Centerline spot elevations at all intersections.
 - g. Grade breaks must be shown with stationing in the plan view.



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- _____ 31. Street geometrics must meet Town/County standards and/or the Town Engineer's requirements for the following items:
 - a. Centerline radii.
 - b. Tangent lengths between curves.
 - c. Tangent lengths at intersections.
 - d. Pavement tapers.
 - e. Intersection angles.
 - f. Vertical curve lengths.
 - g. Maximum longitudinal slope changes.
 - h. Barrier median construction.
 - i. Driveway installations.
 - j. Station and sheet references at all match lines in plan and profile.
 - k. Gutter and centerline spot elevations and stations, at all grade breaks, plan and profile.

- _____ 32. The following additional items must be shown on each sheet in plan view:
 - a. Valley gutters at all locations where storm water will cross the street, with width and standard detail number called out or detailed. Show 3' width per MAG Standard Detail 240 at all local-to-local street intersections. Show 8' width in the following conditions:
 - 1) Mid-block on local and minor collector streets only
 - 2) At all collector street intersections with arterial streets where valley gutters are required or as directed by the Town Engineer.
 - b. Curb transitions.
 - c. Curb return radii per Town standards.
 - d. Curb radii at cul-de-sacs and "bubbles" per Town standards.
 - e. Town Limits, where applicable.
 - f. Barricades where applicable.

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- _____ 33. The following design items must be shown on each sheet in profile view:
- a. Existing grade at right curb line,
 - b. Existing grade at left curb line,
 - c. Existing grade at centerline,
 - d. Proposed grade at right curb line,
 - e. Proposed grade at left curb line,
 - f. Proposed grade at right median curb,
 - g. Proposed grade at left median curb,
 - h. Proposed grade at centerline,
 - i. Proposed centerline elevation at curb return station on crown run-outs. (Inverted crowns are not allowed.)
 - j. The proposed longitudinal grades must be labeled. The longitudinal grades on curves must be computed based on their true lengths. The longitudinal grades must be 0.3% minimum.
 - k. Storm drain crossings with invert elevations on pipes.
- _____ 34. Vertical curves are required at all locations where grade breaks exceed an algebraic difference of:
- a. 1% on arterial streets,
 - b. 2% on collector and local (residential) streets.
- _____ 35. The following traffic engineering items must be shown in plan view, when applicable:
- a. Street sign bases per MAG Standard Detail 131,
 - b. Traffic control devices.
 - 1) Stop sign = MUTCD R1-1, 30" x 30".
 - 2) Speed limit = MUTCH R2-1, 24" x 30", speed per street class.
 - c. Temporary turn-around at dead-end streets and phase lines.
 - d. MAG Standard Detail 130 Type B Barricade with an 18"x18" or larger End of Road Marker, MUTCD OM4-3 (retroreflective red diamond panel), spaced 5' on center along the barricade is required
 - e. Signing and striping plans for arterials and/or special conditions.
 - f. Signal conduit, 3" in diameter, schedule 40 P.V.C., with ADOT #7 pull boxes at all future signalized intersections (four-way).
 - g. Signal conduit, 2" diameter schedule 40 P.V. C. with ADOT #5 pull boxes every 400 feet along entire length of arterial street frontage.
- _____ 36. Sufficient existing off-site elevations are required to be shown on the plan view in order to determine the grade and direction of slope.



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37. Structural design calculations are required for all storm drain pipes subject to wheel loading.