



COMMUNITY DEVELOPMENT AGENCY TRANSPORTATION DIVISION

<http://www.edcgov.us/DOT/>

PLACERVILLE OFFICES:

MAIN OFFICE:
2850 Fairlane Court, Placerville, CA 95667
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MAINTENANCE:
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(530) 642-4909 / (530) 642-0508 Fax

LAKE TAHOE OFFICES:

ENGINEERING:
924 B Emerald Bay Road, South Lake Tahoe, CA 96150
(530) 573-7900 / (530) 541-7049 Fax

MAINTENANCE:
1121 Shakori Drive, South Lake Tahoe, CA 96150
(530) 573-3180 / (530) 577-8402 Fax

TRANSPORTATION DIVISION IMPROVEMENT PLAN SUBMITTAL FORM & CHECKLIST

TYPE OF PROJECT: ROUGH GRADING PLANS SUBDIVISION IMPROVEMENT PLANS

COMMERCIAL GRADING PLANS PARCEL MAP IMPROVEMENT PLANS OTHER: _____

DATE INITIALLY SUBMITTED: _____ **DATE 1ST PC DUE TO BE RETURNED:** _____
(20 Working Days)

CONSULTANT PLEASE COMPLETE THE FOLLOWING:

PROJECT NAME: _____ **TM/PM NO. & PHASE:** _____

OWNER NAME: _____ **ASSESSOR PARCEL NO.:** _____

ADDRESS: _____ **PHONE:** _____

OWNER'S/DEVELOPER'S CONTACT PERSON:

NAME: _____ **E-MAIL ADDRESS:** _____

ADDRESS: _____ **PHONE NUMBER:** _____

DESIGN ENGINEER: _____ **PHONE NUMBER:** _____

DESIGN ENGINEER/PLS SIGNATURE: _____ **PE/PLS No:** _____

1. *Realistic and reasonable timelines will be developed and adhered to as follows:*
 - *1st plan review – 20 working days for County to complete*
 - *2nd plan review – 10 working days for County to complete*
 - *3rd plan review (if necessary) – 10 working days for County to complete*
2. *Initial improvement plans reviews will be performed within 7 days of their submittal date.*
3. *Plans will be deemed incomplete when the following conditions are present:*
 - a. *Plans are inconsistent with County Improvement Standards,*
 - b. *Plans are inconsistent with County's Subdivision Improvement Plan submittal checklist,*
 - c. *Technical studies, as defined in each Departments submittal requirements, are not included with plan submittal, and*
 - d. *Plans do not comply with Final Conditions of Approval.*

PARCEL MAP IMPROVEMENTS PLAN CHECKLIST

ITEMS REQUIRED FOR COMPLETE FIRST SUBMITTAL OF PLANS: PM# _____

COMPLETE? (YES/NO/NA)	QUANTITY DISTRIBUTION	<u>DESCRIPTION</u>
_____	2 each	Preliminary Title Report
_____	4 Plan Sets (24"x36" <u>only</u>) that include the following (see additional requirements below):	
_____		Road plans, profiles and <u>sight distance triangle profiles</u> (40' scale)
_____		Signing and striping plan
_____		Grading plans
_____	TD Construction*,	Storm drain plans
_____	Traffic Ops*,	Erosion control plans
_____	Signal Check*,	Utility plan
_____	ProjDeliveryAssist#1*,	Traffic signal plans and notes (if applicable)
_____	ProjDeliveryAssist#2*,	Traffic control plans (for existing roadways only)
_____	2 Structural P.C**,	Landscape & entry plans (if applicable)
_____		Retaining wall plans, profiles & cross sections
_____		Right of Way Exhibit for existing rights of way

**5 ADDITIONAL plan sets are required for EDC maintained roads & signals (total of 9 sets)*

***2 ADDITIONAL plan sets required for plans with walls for Structural Plan Checker.*

A total of 6 plan sets required if there are structural reviews but no traffic reviews; a total of 11 plan sets required if traffic and structural reviews are involved. This may necessitate additional plan review time by either County staff or outside Consultant

_____	2 each (p.c. file, return)	Engineer's Estimate (sealed and signed)	
_____	1 each (p.c. file)	Assessor's Parcel Book Page(s)	
_____	1 each (p.c. file)	Tentative Parcel Map	
_____	1 each (p.c. file)	Parcel Map	
_____	3 each (p.c. file)	Conditions of Approval	
_____	3 each (p.c. file)	Traffic Study (if applicable)(signed and sealed)	
_____	1 each (p.c. file)	Reference Drawings of abutting/joining road & drainage Improvements (preferably reduced to 11"x17")	
_____	2 each (p.c. file, return)	Drainage Study (sealed and signed)	
_____	2/3** each (p.c. file, 2wall p.c.)	Soils Report, including pavement structural section design and <u>recommendations for unsuitable material in swales</u> (sealed and signed)(need 3 if walls)	
_____	3 each (2 struct. p.c., p.c. file)	Retaining wall structural calculations (sealed and signed)	
_____	3 each (p.c. file, 2 struct p.c.)	Structural/Other Calculations (sealed and signed)	
_____	1 each (p.c. file)	CEQA status (with documentation)	
_____	1 each (p.c. file)	Permits from Other Agencies (USCOE, DF&W, WQCB,etc.)	
_____	3 each (file, traffic ops, return)	Specifications/Special Provisions (public bid only)	
_____	(on plan)	TD Survey Bench Mark (obtain from TD Survey)	
_____	(on plan)	Tie to record monuments or NAD 83 coordinate	
_____	(on plan)	Basis of Bearing	
_____	1 each	Title Report (only need if there is some question on easement/boundary)	
_____	_____ #Lots (fill in #)	RCD Plan Check Fee	\$ 400
_____	_____ #Lots (fill in #)	Plan Check Fee Deposit (TM by lot, CG=1% est)	\$ 685
_____	1 each (p.c. file)	Application form & fee (LMIS# _____)	\$ 68
_____	1 each	Planning Services fee (LMIS# _____)	\$ 200

RECEIVING EMPLOYEE INITIAL AND DATE ONE OF THE FOLLOWING:

_____/_____ This plan submittal is **incomplete**, and is returned for correction of those deficient items.

_____/_____ This plan submittal is **complete** and is accepted for the first plan check.