

Minimum Plan Requirements for Cross Access Easement (CAE) Private Street & Storm Improvement Plans

Plans shall consist of:

- Title Sheet
- Standard and Special Detail Sheets
- Plan and Profile Sheets
- Cross-Section Sheets

Title Sheet shall include the following:

1. Name of project or subdivision.
2. Index of sheets included in plans.
3. A location map showing project location in relation to major streets.
4. The project vertical control benchmark(s) and horizontal control points utilized in the design, including location and elevation as applicable.
5. Name and contact information of the design engineer and owner/developer.
6. List containing name and telephone number of each utility company in the area of the project.

Standard and Special Detail Sheets

Detail sheets shall be included to show all details of appurtenances, materials, and construction. Details and typical sections are to be drawn clearly and neatly with proper identifications, dimensions, materials, and other information necessary to insure the desired construction. A traffic control plan shall be detailed showing location of barricades, include signing required when working adjacent to public/private roads currently in use.

Plan and Profile Sheets shall include the following:

1. North arrow and scale.
2. Elevation and location of all applicable bench marks and control points.
3. Existing and proposed streets with names or numbers and street widths and right-of-way and easement widths.
4. Property lines properly identified as to existing or proposed lot, block and subdivision.
5. All existing and known proposed improvements shall be shown. This shall include such existing items as roadways, driveways, culverts, and other such items, and shall be identified as to type, size, material, etc.
6. Minor construction notes shall appear on the plan and profile sheets.
7. Horizontal curve data, vertical curve data, and stopping sight distances.
8. Gradients between vertical curves.
9. Typical section and slope of improved channels.

10. Profile shall show existing grade at center line and proposed finish grades or established street grades.
11. Existing elevations for existing outfall ditches.
12. Special ditch grades if needed.
13. Show size, location, and flow line of all culverts with applicable drainage calculations and design storm event.

Cross-Section Sheets shall include the following:

1. Street cross-section at each station showing existing grade by dashed lines and proposed grade by a solid line. Cross-sections to show existing grade lines a minimum of ten (10) feet beyond easement/right-of-way lines.
2. Center line elevation of top of pavement.
3. Cross-section shall be shown at all intersecting streets, driveways, and proposed cross-road culverts.
4. Channel cross-sections shall be shown for all drainage channel improvements at 100 feet intervals.
5. Additional cross-sections shall be shown as required to clearly describe the extent of the grading operations.