



## ***City of Maricopa*** **General Civil Plan Requirements**

### **Cover Sheet Information Requirements:**

1. **Title:** Include the name of the project and plan set content
2. **City Name:** Below the title, include the words, '**City of Maricopa, Arizona**'
3. **Vicinity Map:** At a minimum, locate the project relative to two intersecting arterial streets
4. **Sheet Index**
5. **Key Map:** On multiple sheet plans
6. **Basis of Bearing**
7. **Legal Description:** Provide project property legal description. When a legal description is not feasible, list Township, Range, Section and Location.
8. **Benchmark:** If more than ½ mile from the site, show T.B.M. on or near the site, referencing City benchmark.
9. **FEMA Block**
10. **'City of Maricopa' Applicable General Construction Notes**
11. **Utility system ownerships**
12. **City Engineer Approval block for signature:** The cover sheet should also include approval blocks for the appropriate utility companies/Agencies.
13. A.D.E.Q approval is required for all water and wastewater lines and facilities prior to City approval
14. Owner, Engineer, Architect and Developer company names, contact persons, addresses and telephone and/or fax numbers
15. **Legend:** For symbols, non-standard abbreviations, etc.
16. **'Blue Stake' Note:** Required on all plans that include excavation of any type
17. **Cuts and Fills Quantities**



## **City of Maricopa**

### **General Plan Requirements**

1. Plans submitted for review shall have the appropriate professional (State of Arizona) seal, signature and date on each sheet.
2. Plans shall be prepared on a 24"x36" sheet size, with a minimum 2" left border and a minimum ½" border on other sides. North shall be as close as possible to the top or right side of sheet.
3. Plans shall be drawn to a minimum horizontal scale of 1" = 40' and to a minimum vertical scale of 1"=4'. Unusual situations may warrant the use of a non-standard scale. Prior approval from Development Services staff is required.
4. Minimum lettering and numbering shall be 0.1 inch. Lettering, numbering and line work must be uniform and with clear definition. Lettering and numbering shall be positioned so that it may be read from the bottom or right side of the page.
5. A North arrow and bar scale shall be shown on each sheet. Project stationing shall be from South to North and from West to East.
6. In the area of match lines, portions of the same street are not to be repeated on separate sheets. Match lines shall show stationing and adjacent sheet number.
7. Intersections shall not be cut by match lines and shall be complete from BCR to ECR on the same sheet. When intersecting streets are to be improved beyond ends of curb returns, additional plan and profile sheets shall be used to detail the intersecting street. The intersections at the beginning and end of the project shall be fully shown.
8. Bearings, distances and stationing shall be shown on all street centerlines. Stationing numbers should be chosen to prevent 'negative' stationing. The project need not start at 0+00.
9. Curve data shall be shown on the same sheet as the curve.
10. On streets that are not centered on the monument line, the stationing shall be along the construction centerline, which shall also be the crown line, unless super-elevations or other conditions dictate otherwise. On such streets, the right-of-way will be measured from the monument line. The offset between the monument line and the construction centerline shall be shown and all offsets shown for new construction shall be from the construction centerline.