

**DUBLIN SAN RAMON SERVICES DISTRICT**  
**Improvement Plans Submittal Requirements**  
*(Per Standard Procedures, Specifications, and Drawings Section I-B6-1)*

***DISTRICT FACILITIES***

Work necessary for the installation of mains, services, and appurtenances to provide potable water, recycled water, and/or sewer service shall be shown on the Improvement Plans. The Improvement Plans shall be prepared under the direction of, and signed by, a currently registered professional engineer in the State of California.

Improvement Plans showing the proposed Work shall be submitted to the District for approval. Included with this submittal shall be all calculations requested by the District Engineer to verify the design of any portion of the recycled water, potable water, or sewer systems. Calculations shall be based on methods generally accepted by the engineering profession and shall be neatly and legibly done in such form as to enable them to be readily checked. Calculations shall be signed and stamped by a State of California registered civil engineer. In addition, literature and technical data concerning any of the materials and equipment to be used shall be furnished to the District Engineer upon request.

Improvement Plans shall comply with the following requirements. Exceptions for small projects may be granted subject to the discretion of the District Engineer.

1. During plan checking, submit three (3) sets of full size Improvement Plans, with a minimum drawing size of 22 inches by 34 inches:
2. All mains shall be shown in plan and profile with services and laterals in plan.
3. All existing and proposed fire hydrants, valves, and other miscellaneous appurtenances shall be shown for water systems. Commercial fire hydrants shall be specifically distinguished.
4. All existing and proposed backflow preventers, valves and other miscellaneous appurtenances shall be shown for recycled water systems.
5. All existing and proposed manholes, cleanouts, and other miscellaneous appurtenances shall be shown for sewer systems.
6. All existing and proposed potable and recycled water mains, storm and sanitary sewers in the vicinity of any proposed potable water and/or recycled water facilities shall be shown.
7. All required easements shall be shown.
8. Plan and profile drawing scale shall be at least 1 inch equals 40 feet.
1. An overall plan view of the entire proposed potable water, recycled water, and sewer-line system shall be provided and shown on one sheet with a drawing key for subsequent plan and profile sheets. In addition, entire single utility should be shown on single sheets.
2. Improvement Plans shall include a location map showing the area to be served relative to established public roads.
3. Improvement Plans shall include a note that states: "Work shall comply with the Standard Procedures, Specifications, and Drawings of Dublin San Ramon Services District."
4. When service utilities and layouts are not presented clearly on Improvement Plans, District may require enlarged details to be provided.
5. Utility poles, street lights and trees shall be specifically identified on Improvement Plans.

The District cost of reviewing the first two (2) Improvement Plan submittals is considered covered by the standard plan checking fees. Additional Improvement Plan submittal reviews will be charged to the Applicant on the basis of District hourly review time.

Once a development project has been approved by the District Engineer, then two (2) full size 22-inch x 34-inch bond copies, one (1) half size 11-inch x 17-inch copy, and one (1) digital vectorized file on floppy or CD of Improvement Plans shall be submitted to the District. Digital raster copies are not acceptable. The digital vectorized files shall be in AutoCAD 14 or higher drawing format. Drawing units shall be decimal with a precision of 0.00. Angles shall be in decimal degrees with a precision of 0.00. All objects and entities in layers shall be colored by layer. All layers shall be named in English. Abbreviations are acceptable. All submitted map drawings shall use the Global Coordinate System of USA, California, NAD 83 California State Planes, Zone III, and U. S. foot.

No changes shall be made to the approved Improvement Plans unless approved and initialed by the District Engineer. In the case of an approved change, all submitted sheets affected by the change shall be replaced.

During construction, one (1) completed set of Improvement Plans shall be kept on site at all times. At the completion of all Work, Applicant shall submit Record Drawings, one (1) set of 22-inch x 34-inch bond copy of the drawings, one (1) half size set of 11-inch x 17-inch copy, and a digital vectorized form in AutoCAD 14 or higher and Tag Image File Format (TIFF) on a computer disk. Also include Final/Parcel maps as a TIFF if applicable.

### ***CUSTOMER OWNED FACILITIES***

Work necessary for the installation of the irrigation system to use recycled water in customer owned facilities shall be shown on the Landscaping Plans. These plans shall be prepared in accordance with Section IV of the District Standards for use of recycled water and the Recycled Water Use Guidelines. Customer Connection Drawings shall also be prepared and submitted to the District for review showing the recycled water use areas, main lines and valves (See example provided in the Recycled Water Use Guidelines). In addition, plans for customer owned potable water facilities shall also be provided to the District.

The landscape plans and Customer Connection Drawings shall be submitted to the District for review and comment prior to approval by the City or County.