

Grade Sheet Template Instructions

This Grade Sheet form should be used by surveyors when submitting cut/fill data to inspectors and contractors for construction work in the City of Seattle Right of Way, within City easements, or on City property.

The purpose of the Grade Sheet form is to create a consistent layout to aid understanding and interpreting the data, and to facilitate supplying complete and clear information.

When completing the form, surveyors should indicate the type of feature or improvement being located, and the street name or location of the improvement, as indicated in Figure 1. A schematic drawing can be helpful, but may not be required by your City Inspector. Attaching field note drawings to the form is another alternative.

After the form is completed, it should be given to the City Inspector assigned to your project.

GRADE SHEET

TYPE OF FEATURE
 e.g. Curb (top, front)
 Edge of Asphalt (finished grade)
 Storm Drain (invert)
 Water Line (bottom of pipe)

Surveyor information

FOR Type of feature

STREET Name of street where improvement is located

FROM Name of cross-street, or

TO distance from cross-street

JOB NAME Job name as it appears on the plans

VAULT PLAN NO. _____ JOB NO. _____

SHEETS _____ COMP. BY _____

FIELD BOOK NO. _____ PROFILE NO. _____

PAGES _____ DATE _____

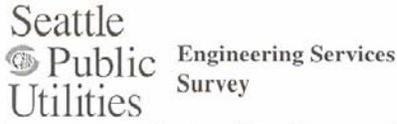
PT. NO.	STATION	OFFSET		DESIGN ELEV.	CUT OR FILL
		DIST.	SIDE		

Use this space for schematic drawing

Figure 1.

Figure 2 on the next page provides an example of a completed Grade Sheet.

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GRADE SHEET

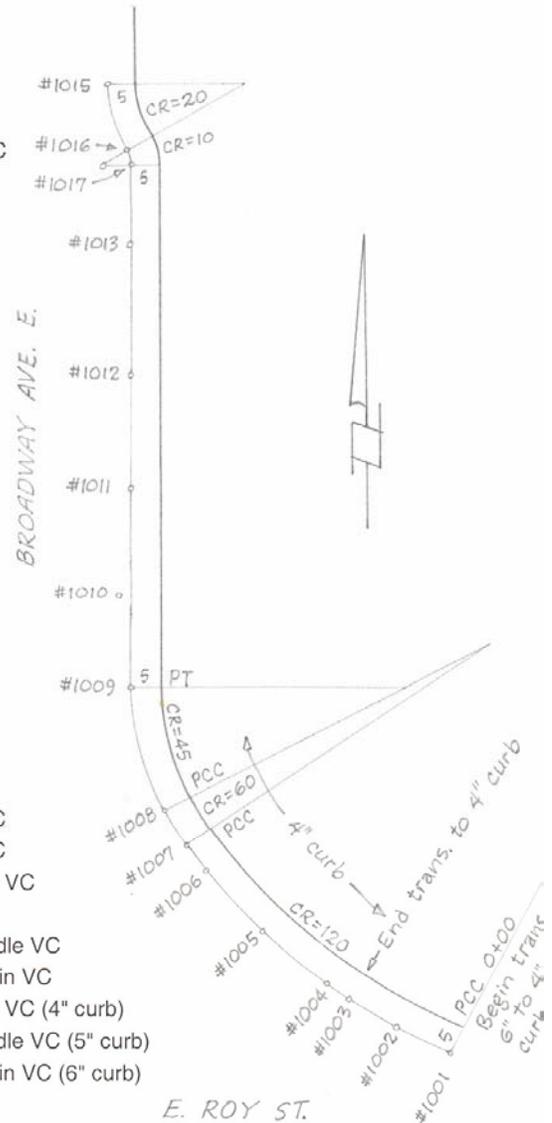
Example

FOR Curb (Top, Front of Curb)

STREET	Broadway Avenue E
FROM	E Roy Street
TO	215 feet North of E Roy Street

JOB NAME	700 Broadway Ave. E		
VAULT PLAN NO.	777-556	JOB NO.	NS00262
SHEETS	4	COMP. BY	RdV
FIELD BOOK NO.		PROFILE NO.	
PAGES		DATE	12/2/2003

PT. NO.	CURB STATION	OFFSET		OFFSET ELEV.	DESIGN ELEV.	CUT OR FILL	
		DIST.	SIDE				
1015	2+06.47	5	West	334.45	334.53	F 0.08	PT
1016	1+96.06	5	West	334.57	334.45	C 0.12	PRC
1017	1+90.65	5	West	334.53	334.41	C 0.12	PC
1013	1+75.01	5	West	334.04	334.28	F 0.24	
1012	1+50.	5	West	333.90	334.09	F 0.19	
1011	1+27.63	5	West	333.69	333.91	F 0.22	
1010	1+07.59	7	West	333.54	333.77	F 0.23	
1009	0+88.29	5	West	333.64	333.87	F 0.23	PT
1008	0+67.05	5	West	333.97	334.18	F 0.21	PCC
1007	0+60.18	5	West	334.15	334.34	F 0.19	PCC
1006	0+54.	5	West	334.32	334.48	F 0.16	End VC
1005	0+39.01	5	West	334.84	334.91	F 0.07	Middle VC
1004	0+23.99	5	West	335.37	335.55	F 0.18	Begin VC
1003	0+19.69	5	West	335.55	335.76	F 0.21	End VC (4" curb)
1002	0+09.84	5	West	335.94	336.29	F 0.35	Middle VC (5" curb)
1001	0+00.	5	West	336.32	336.72	F 0.40	Begin VC (6" curb)



Broadway Grade Sheet
700Broadway.xls
12/2/2003

Figure 2