

Effective Date: 6/8/2009



City of Seattle  
Seattle Department of Transportation, Street Use  
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Phone: (206) 684-3679  
[www.seattle.gov/transportation/stuse](http://www.seattle.gov/transportation/stuse)

**BASE MAP AND SURVEY CHECKLIST**

SDOT Project # \_\_\_\_\_ DPD Project # \_\_\_\_\_

Project/Site Address: \_\_\_\_\_

Applicant Name \_\_\_\_\_

A complete base map and survey is required for plans that are considered to be 30% complete. The base map and survey must be submitted as a **separate plan** and must also be included and screened back on your Street Improvement Plans.

I verify that my base map and survey is complete and that it meets all requirements in CAM 2212. I further verify that the base map and survey meets all standards of practice. I acknowledge that failure to submit a complete base map will result in my plan not being accepted for SIP Design Guidance and/or formal circulation and review.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Land Surveyor or Civil Engineer Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**APPLICANT, ENGINEER, AND/OR SURVEYOR MUST COMPLETE ENTIRE CHECKLIST**

**DRAFTING REQUIREMENTS**

- Standard Plans No 002 & 003 for all abbreviations, shading & symbols have been used to show all existing improvements.
- The base map and survey is stamped by a Washington State Licensed Engineer or Land Surveyor.
- All information provided is readable.
- The base map and survey include the full width of the rights of way adjacent to the project site and extend at least 50 feet beyond all of the boundaries of the project site or 50 feet beyond the limits of construction in the right of way when it extends beyond property boundaries.

- North arrow is oriented with plan north to left or top of sheet.
- Horizontal scale is 1" = 10'.
- Lettering is a minimum of .12" for design drawings and .08" for base maps. All lettering must be legible.
- Each street frontage is labeled with the street name.

**SURVEY REQUIREMENTS**

- Vertical Datum used is NAVD 1988.
- Horizontal Datum used is NAD83(1991).
- Benchmarks used to establish ties to datum are included in the surveyor's notes.

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- At least two (2) benchmarks are shown. One may be a site benchmark.
- All elevations are shown in U.S. Survey Foot Units.
- Horizontal control to establish ties to datum are shown on plans and/or in the surveyor's notes.
- At least two monuments are shown for each street frontage.
- All monuments are shown and described with coordinates and descriptions.
- Monuments, geometry & references used to establish ROW are shown.
- Lines referencing the ROW, property lines, easements, and rights in real property are shown.
- Bearing & distance on all monument lines and property lines are shown and/or radius, delta angle, and curve length on any curving monument lines.
- Dimensions from monument lines to right of way lines are shown.
- Source references and methods used to determine right of way are documented and provided.
- Width of the rights of way on each side of the monument line are shown.
- The existing contours are shown on the plans.
- All existing water features are shown.
- Existing building outlines within 10 feet of the right of way are shown.

### **Private Encroachments**

- All private encroachments in the right of way such as fences, rockeries, and retaining walls are shown. Note location, length, width, and heights at end and mid points.

### **Roadway Structures**

- Note the location, length, and width of any existing areaways.
- Note the location, length, width and heights at end and mid points of any traffic barriers.
- Note the location, length, width, and heights at end and mid points of any bridges.
- Note the location, length, width, and heights at end and mid points of any retaining walls.
- Note the location, length, width, and heights at end and mid points of any rockeries.
- Note the location, length and width of any stairs.

### **Pavement, Sidewalks and Curbs**

- Note the edge of pavement and pavement type.
- Curb ramp location, including the wings and landings are identified.
- Show all curbs. Include the elevation at top of curb and flowline.
- Show all cement concrete sidewalks.
- Show all pedestrian pathways. Note the type of pavement.
- Show all driveways. Include the wings and elevations at the back of walk and property line.

### **Landscaping and Trees**

- All existing trees within the right of way and adjacent to the right of way are shown and identified.
- All existing planting areas within the right of way shown and identified.

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**SPU Infrastructure (Drainage, Sewer, and Water)**

- All PSD mainlines are identified and labeled.
- All CBs are identified and labeled, including type and rim and invert elevations.
- All Inlets are identified and labeled, including type and rim and invert elevations.
- All Manholes are identified and labeled, including type and rim and invert elevations. Invert elevation for all pipes going in and out of the structure are noted.
- All PSS mainlines are identified and labeled.
- All PSS Manholes are identified and labeled, including type and rim and invert elevations.
- All water mainlines are identified and labeled.
- All water structure elements (valves, etc) are shown on plans.
- All water meters are shown on plans.
- All water vaults are shown on plans.
- All King County Sewer Mains are shown on plans.
- All side sewer and service drains are shown on plans.
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- The source and the information used for identifying all underground utilities must be noted on the plan. Sources may include: potholing, side sewer cards, utility and franchise maps etc.

**Metro, Lighting, and Electrical Infrastructure**

- Street Light and Pedestrian Poles are dimensioned, identified and labeled.

- All SCL Poles are dimensioned, identified and labeled.
- All Metro Trolley poles are dimensioned, identified and labeled.
- All Metro Trolley lines are dimensioned, identified and labeled.
- All hand holes, manholes and vaults for street and pedestrian lighting, SCL, and Metro are dimensioned, identified and labeled.
- All underground conduits, cables, and wires for street and pedestrian lighting, SCL, and Metro are identified and labeled.
- The source and the information used for identifying all underground utilities must be noted on the plan. Sources may include: potholing, side sewer cards, utility and franchise maps etc.

**Private Utilities**

- All overhead and underground conduits, cables, and wires are identified and labeled.
- All poles are dimensioned, identified and labeled.
- All utility vaults are identified and labeled.
- All utility hand holes are identified and labeled.
- All utility manholes are identified and labeled.
- The source and the information used for identifying all underground utilities must be noted on the plan. Sources may include: potholing, side sewer cards, utility and franchise maps etc.

**Parks**

- All Parks property must be identified on plans.
- All designated park boulevards must be noted on plans.

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## **Traffic Elements**

- All signal equipment including above and below grade items are shown.
- All overhead and underground conduits, cables, and wires are identified and labeled.
- All traffic striping and markings are shown on plans.
- All paystations, and parking meters are shown on plans.
- Source information used for identifying all underground facilities must be noted on plan.