



City of Bastrop, Texas

Public Improvement Plan Checklist

Planning Department • 1311 Chestnut Street • 512-332-8840

APPLICANT:		OFFICIAL USE ONLY		
Included in Submittal	Public Improvement Plan requires:		Meets Standard	Does Not Meet Standard
	1	COVER SHEET		
	1.1	Title of Project, Location, and Type of Plans		
	1.2	City Approval Signature Block		
	1.3	City Approval Signature Notes		
	1.4	Sheet Index/Table of Contents		
	1.5	Vicinity Map of the Project including surrounding streets with a north arrow pointing in the correct direction		
	2	PRELIMINARY PLAT SHEET		
	2.1	Legible Copy of Planning & Zoning Commission Approved, Preliminary Plat		
	3	NOTE SHEET(S)		
	3.1	City of Bastrop general construction notes, water notes, wastewater notes, and erosion, sedimentation control and tree protection notes.		
	3.2	Current TCEQ Notes.		
	3.3	Project Specific Notes (Must not conflict with other required notes).		
	3.4	Temporary survey monuments		
	3.5	Permanent survey monuments		
	3.6	Street Summary Design Table with Pavement		
	3.7	Description of proposed brass benchmark(s) locations		
	4	EROSION, SEDIMENTATION AND TREE PROTECTION SHEET		
	4.1	Drainage flow arrows/patterns		
	4.2	Stabilized construction entrance		
	4.3	Existing and proposed grade(s)		
	4.4	Clearly marked limits of construction		
	4.5	Contractor staging area(s) with silt fence on downstream side		
	4.6	Location and type of all proposed temporary and permanent erosion controls		
	4.7	Location of all known underground storage tanks		
	4.8	Location of all critical environmental features and their required setbacks		
	4.9	Location of all tree protection measures		
	4.10	Survey of all trees six (6) inches in diameter or larger		
	4.10a	Indicate trees by circles with radius of 1' per inch of trunk diameter		
	4.10b	Dashed/broken circles for trees to be removed		
	4.10c	Solid/unbroken circles for trees to remain		
	4.11	All areas of cut and fill > or = 4' clearly labeled		
	4.12	Limits and type of slope stabilization		
	5	DEMOLITION PLAN		
	5.1	Show all structures being demolished		
	5.2	Are there any hazardous materials or designated substances in or below structure being demolished?		
	5.3	Will there be a need for infill, call-outs for infill material and positions?		
	6	OVERALL DRAINAGE		
	6.1	Submit Approved & Signed Copy of Final Drainage Plan by City Engineer		
	7	STREET PLAN AND PROFILE (Construction Standards Manual)		
	7.1	Clearly labeled horizontal scale of 1" – 50' and vertical scale of 1" – 5' (All plans MUST be drawn to scale)		
	7.2	Street names, lot and block numbers		
	7.3	Benchmarks that are spotted in plain view, conveniently spaced (500'±), located outside construction limits, set on permanent structure		

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7.4	Drainage facilities within or intersecting right-of-way and indicate stationing (show inlet type)			
7.5	Drainage flow arrows			
7.6	Grade breaks (high and low points)			
7.7	Match lines for continuations of streets on other streets			
7.8	Labeled concrete valley gutter at intersections where appropriate			
7.9	Clearly show the beginning and ending of project			
7.10	Limits of inlet transition			
7.11	All point of curve, point of tangency, compound curvature, point of reverse curvature stations and vertical curve information			
7.12	All fill areas shaded/hatched on profile			
7.13	Sidewalks and approved ADA ramps			
7.14	Existing street slopes at tie-ins to existing			
7.15	Labeled set-backs, face-of-curb to face-of-curb width, and right-of-way width (all proposed right-of-way dedications)			
7.16	Verify sufficient clearance exists for driveways from inlet transitions, streetlights, fire hydrants, etc.			
7.17	Erosion matting on all slopes 3:1 or steeper			
7.18	ADA ramp wings shown			
7.19	Street end barricades shown			
7.20	Buildings on developed property with addresses			
7.21	Intersecting and adjacent streets: type and width of private, walks, alleys			
7.22	Show spot elevation in ditches and gutters to clarify drainage and transitions			
7.23	Existing concrete paving clearly shown according to standard symbols and accurately dimensioned. Curb and gutter dimension. Pavement thickness indicated.			
7.24	Size and construction of fences			
7.25	Signs; if commercial in right-of-way, state if electrical			
7.26	Mailbox locations			
8	OVERALL WASTEWATER LAYOUT			
8.1	Street names, lot names, and block letters			
8.2	Existing contours			
8.3	Lot dimensions			
8.4	Surrounding subdivision names/property owners			
8.5	Services applied to lateral to each lot			
8.6	Street names, street/alley widths, fences, and right-of-way widths			
8.7	Existing pavements (type) and existing/proposed easements (type and width)			
8.8	Adjoining buildings and improvements			
8.9	Minimum finished floor elevation for each lot			
8.10	"Connect to" note to an existing wastewater main			
8.11	Wastewater designation, size, and direction of flow			
8.12	"Construct" notes for sewer and sewer appurtenances			
8.13	Manholes at all future stub outs			
8.14	Easements for all offsite sewer lines			
8.15	Centerline station every 300', deflection angles at points of intersection			
8.16	Centerline station at points of curvature, points of tangency, and C.O.s			
8.17	Centerline curve data			
8.18	Note for all existing manholes modified by construction to be tested, repaired, and recoated			
8.19	Detail for water/wastewater crossing			
8.20	Main lines between manholes must be straight, with no more than 300 feet between manholes			
8.21	Easements that need separate instruments			
8.22	Minimum finished floor elevation(s)			
9	WASTEWATER PLAN AND PROFILE			
9.1	All wastewater main profiled			
9.2	Vertical scale of 1" = 5'			
9.3	Existing ground and proposed ground/subgrade/top of curb			
9.4	Special notes and references to appurtenance sheet numbers			
9.5	Direction, grade, length, size and type of pipe			

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9.6	Embedment of pipe			
9.7	Identify elevation of the invert, flow out, flow in, and rim			
9.8	Minimum drop of 0.1' across manhole			
9.9	Elevations of all crossing utilities in the wastewater profile			
9.10	Size of manholes			
9.11	Drop manholes identified			
9.12	Stationing and manhole numbers			
9.13	Existing/proposed manholes, pipes and sizes (parallel to mains)			
9.14	Existing/proposed bridges, culverts and drainage channels			
10	OVERALL WATER PLAN			
10.1	Water service at each lot			
10.2	Existing/proposed main lines			
10.3	Street names, lot numbers, and block letters			
10.4	Street/alley widths, rights-of-way, and lot dimensions			
10.5	Valves provided on all legs of pipe intersections			
10.6	All bends are 45 degrees or less			
10.7	Thrust restraints on dead ends			
10.8	Restraints on dead ends			
10.9	Automatic flush valves at all dead ends			
10.10	Air release valves at all high points			
10.11	Utility easements for all pipes off-site			
10.12	Fittings, fire hydrants, manholes, services, and taps are shown			
10.13	Utility crossing details			
10.14	Main designation with stationing			
10.15	Material call-out for water main(s)			
10.16	All existing pavements (type), existing and proposed easements (type and width)			
10.17	Show location and size of existing/proposed water meter(s)			
10.18	All fire lines must be ductile iron , =>6"			
11	WATER PLAN AND PROFILE (ALL WATER LINES MUST BE PROFILED)			
11.1	Clearly labeled vertical scale of 1" = 5' (All plans must be drawn to scale)			
11.2	References to appurtenance sheet numbers			
11.3	Show all mains			
11.4	Existing and proposed ground at Water Main Centerline			
11.5	Direction, linear foot, size, grade and material callout for all water mains			
11.6	Embedment for water main			
11.7	Wastewater/storm sewer crossing with stations and elevation			
11.8	Existing underground utilities (parallel)			
11.9	Existing and proposed storm sewer manhole, pipes, sizes (parallel to mains)			
11.10	Existing and proposed bridges, culverts and drainage channels			
11.11	Elevation of existing and proposed storm sewer pipes and drainage			
11.12	All existing and proposed utilities (including gas lines, buried or overhead power or telephone lines)			
12	SIGN, STRIPING, AND SLEEVE LAYOUT			
12.1	Stop bars at all stop sign locations			
12.2	Speed limit signs at all entrances (Maximum 30 mph)			
12.3	"No through truck" signs at all subdivision entrances			
12.4	Note for all signs and striping to be installed per TX Manual on Uniform Traffic Control			
12.5	Show all sleeves and conduit for dry utilities (i.e. gas, cable, phone)			
13	LIGHTING PLAN			
13.1	Street Light Locations with coverage areas			
13.2	All utility lines must be installed underground.			
14	PHASING PLAN (Ordinance)			
14.1	Provide Applicable Phasing Plan			
15	TRAFFIC CONTROL PLAN			
15.1	Provide applicable traffic control and detour details			
16	WASTEWATER DETAILS (Construction Standards)			
16.1	Current City of Bastrop detail (when inside Bastrop CCN)			

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16.2	Current Utility Provider detail (when outside Bastrop CCN)			
17	WATER DETAILS (Construction Standards)			
17.1	Current City of Bastrop detail (when inside Bastrop CCN)			
17.2	Current Utility Provider detail (when outside Bastrop CCN)			
18	EROSION CONTROL AND TREE PROTECTION DETAILS (Construction Standards)			
18.1	All applicable details			
19	PUBLIC IMPROVEMENT PLAN NOTES			
	GENERAL NOTES			
	1. All construction shall be in accordance with the City of Bastrop Construction Technical Manual.			
	2. Any existing utilities, pavement, curbs, sidewalks, structures, trees, etc., not planned for demolition that are damaged or removed shall be repaired or replaced at the Applicant's expense.			
	3. The Contractor shall verify all depths and locations of existing utilities prior to any construction. Any discrepancies with the construction plans found in the field shall be brought immediately to the attention of the Engineer who shall be responsible for revising the plans are appropriate.			
	4. Manhole frames, covers, valves, cleanouts, etc. shall be raised to finished grade after to final paving construction. A concrete square shall be poured around all appurtenances.			
	5. The Contractor shall give the City of Bastrop 48 hours notice before beginning each phase of construction. Notice shall be given to the Planning and Development Department: 512-332-8840.			
	6. All areas disturbed or exposed during construction shall follow the required best management practices. <ul style="list-style-type: none"> a) Each site shall provide an access drive and parking area of sufficient dimensions and design, surfaced with a material that will prevent erosion and minimize tracking or washing of soil onto public or private roadways. All non-paved access drives shall be designed so that stormwater runoff from adjacent areas does not flow down the drive surface. b) Any significant amount of runoff from upslope land area, rooftops, or other surfaces that drain across the proposed land disturbance shall be diverted around the disturbed area, if practical. Any diversion of upslope runoff shall be done in a manner that prevents erosion of the flow path and the outlet. c) Any cuts and fills shall be planned and constructed to minimize the length and steepness of slope and stabilized in accordance with the approved erosion control plan timelines and standards of this document. d) Open channels shall be stabilized as required to prevent erosion. e) Inlets to storm drains, culverts, and other stormwater conveyance systems shall be protected from siltation until final site stabilization. f) Water pumped from the site shall be treated by temporary sedimentation basins or other appropriate controls designed for the highest dewatering pumping rate. Water may not be discharged in a manner that causes erosion of the site or receiving channels. 			

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	<p>g) All waste and unused building materials shall be properly disposed of and not allowed to be carried by runoff into a receiving channel or storm sewer system.</p> <p>h) All off-site sediment deposits occurring as a result of a storm event shall be cleaned up by the end of the next workday. All other off-site sediment deposits occurring as a result of land-disturbing activities shall be cleaned up by the end of the workday. Flushing may not be used unless the sediment will be controlled by a filter fabric barrier, sediment trap, sediment basin, or equivalent.</p> <p>i) All activities on the site shall be conducted in a logical sequence to minimize the area of bare soil exposed at one time. Existing vegetation shall be maintained as long as possible.</p> <p>j.) Soil stockpiles shall be located no closer than 25-feet from lakes, streams, wetlands, ditches, drainage ways, or roadway drainage systems. Stockpiles shall be stabilized by mulching, vegetative cover, tarps, or other means if remaining for 20 days or longer.</p>		
	7. Prior to any construction, the Applicant's Engineer shall convene a preconstruction conference between himself, the City of Bastrop, the Contractor, utility companies, any affected parties and any other entity the City or the Engineer may require. Reference Development Packet for guidance on how to schedule a preconstruction conference.		
	8. The Contractor and the Engineer shall keep accurate records of all construction that deviates from the plans. The Engineer shall furnish the City of Bastrop accurate "As-Built" drawings following completion of all construction. These "As-Built" drawings shall meet with the satisfaction of the City Engineer prior to final acceptance.		
	9. The Bastrop City Council shall not be petitioned for acceptance until all necessary easement documents have been signed and recorded.		
	10. When construction is being carried out within easements, the Contractor shall confine his work to within the permanent and any temporary easements. Prior to final acceptance, the Contractor shall be responsible for removing all trash and debris within the permanent and temporary easements. Clean-up shall be to the satisfaction of the City Engineer.		
	11. Prior to any construction, the Contractor shall apply for and secure all proper permits from the appropriate authorities.		
	12. Available benchmarks that may be utilized for the construction of this project are described as follows: (INSERT HERE)		
	TRENCH SAFETY NOTES		
	1. In accordance with the Laws of the State of Texas and the U. S. Occupational Safety and Health Administration regulations, all trenches over 5 feet in depth in either hard and compact or soft and unstable soil shall be sloped, shored, sheeted, braced or otherwise supported. Furthermore, all trenches less than 5 feet in depth shall also be effectively protected when hazardous ground movement may be expected. Trench safety systems to be utilized for this project will be provided by the contractor to the City. Trench safety system plans are on sheet of the plan set.		

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		2. In accordance with the U. S. Occupational Safety and Health Administration regulations, when persons are in trenches 4-feet deep or more, adequate means of exit, such as a ladder or steps, must be provided and located so as to require no more than 25 feet of lateral travel.														
		3. If trench safety system details were not provided in the plans because trenches were anticipated to be less than 5 feet in depth and during construction it is found that trenches are in fact 5 feet or more in depth or trenches less than 5 feet in depth are in an area where hazardous ground movement is expected, all construction shall cease, the trenched area shall be barricaded and the Engineer notified immediately. Construction shall not resume until appropriate trench safety system details, as designed by a professional engineer, are retained and copies submitted to the City of Bastrop.														
		STREET AND DRAINAGE NOTES														
		1. All testing shall be done by an independent laboratory at the Applicant's expense. A City Inspector shall be present during all tests. Testing shall be coordinated with the City of Bastrop Construction Manager and he shall be given a minimum of 24 hours notice prior to any testing. Contact the Planning and Development Department with notice 512-332-8840.														
		2. Backfill behind the curb shall be compacted to obtain a minimum of 85% maximum density to within 3 inches of top of curb. Material used shall be primarily granular with no rocks larger than 3 inches in the greatest dimension. The remaining 3 inches shall be clean topsoil free from all clods and suitable for sustaining plant life.														
		3. Depth of cover for all crossings under pavement including gas, electric, telephone, cable TV, water services, etc., shall be a minimum of 36 inches below subgrade unless approved by the City Engineer.														
		4. Street rights-of-way shall be graded at a slope of 1/4 inch per foot toward the curb unless otherwise indicated. However, in no case shall the width of right-of-way at 1/4 inch per foot slope be less than 10 feet unless a specific request for an alternate grading scheme is made to and accepted by the City of Bastrop Planning and Development Department.														
		5. Barricades built to City of Bastrop standards shall be constructed on all dead-end streets and as necessary during construction to maintain job and public safety.														
		6. All RCP shall be minimum Class III.														
		7. The subgrade material for the streets shown herein was tested by _____. The paving sections were designed by _____ in accordance with the current City of Bastrop design criteria. The paving sections are to be constructed as follows:														
		<table border="1"> <thead> <tr> <th>Street</th> <th>Station</th> <th>Flex. Base Thickness</th> <th>HMAC Thickness</th> <th>Lime Stab. Thickness</th> </tr> </thead> <tbody> <tr> <td></td> <td></td> <td></td> <td></td> <td></td> </tr> </tbody> </table>			Street	Station	Flex. Base Thickness	HMAC Thickness	Lime Stab. Thickness							
Street	Station	Flex. Base Thickness	HMAC Thickness	Lime Stab. Thickness												
		8. The Geotechnical Engineer shall inspect the subgrade for compliance with the design assumptions made during preparation of the Soils Report. Any adjustments that are required shall be made through revision of the construction plans.														

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		9. Where PI's are over 20, subgrades must be stabilized utilizing a method acceptable to the City Engineer. The Geotechnical Engineer shall recommend an appropriate subgrade stabilization if sulfates are determined to be present.		
		WATER AND WASTEWATER NOTES		
		1. Pipe material for water mains shall be PVC (AWWA C-900, minimum Class 200), or Ductile Iron (AWWA C-100, minimum Class 200). Water services (2 inches or less) shall be polyethylene tubing (black, 200 psi, DR 9).		
		2. Pipe material for pressure wastewater mains shall be PVC, or Ductile Iron (minimum Class 250). Pipe material for gravity wastewater mains shall be PVC (ASTM D2241 or D3034, maximum DR-26), Ductile Iron (AWWA C-100, minimum Class 200200).		
		3. Unless otherwise accepted by the City Engineer, depth of cover for all lines out of the pavement shall be 42 inches minimum, and depth of cover for all lines under pavement shall be a minimum of 30 inches below subgrade.		
		4. All fire hydrant leads shall be PVC (AWWA C-900, minimum Class 200) or ductile iron pipe (AWWA C-100, minimum Class 200). as approved by the Director of Water and Wastewater during plan review.		
		5. All iron pipe and fittings shall be wrapped with minimum 8-mil polyethylene and sealed with duct tape or equal accepted by the City Engineer.		
		6. The Contractor shall contact the City Inspector, telephone at 512-332-8840 to coordinate utility tie-ins and notify him at least 48 hours prior to connecting to existing lines.		
		7. All manholes shall be concrete with cast iron ring and cover. All manholes located outside of the pavement shall have bolted covers. Tapping of fiberglass manholes shall not be allowed.		
		8. The Contractor must obtain a bulk water permit or purchase and install a water meter for all water used during construction. A copy of this permit must be carried at all times by all who use water.		
		9. Line flushing or any activity using a large quantity of water must be scheduled with the City Inspector, telephone at 512-332-8840.		
		10. The Contractor, at his expense, shall perform sterilization of all potable water lines constructed and shall provide all equipment (including test gauges), supplies (including concentrated chlorine disinfecting material), and necessary labor required for the sterilization procedure. The sterilization procedure shall be monitored by City of Bastrop personnel. Water samples will be collected by the City of Bastrop to verify each treated line has attained an initial chlorine concentration of 50 ppm. Where means of flushing is necessary, the Contractor, at his expense, shall provide flushing devices and remove said devices prior to final acceptance by the City of Bastrop.		
		11. Sampling taps shall be brought up to 3 feet above grade and shall be easily accessible for City personnel. At the Contractor's request, and in his presence, samples for bacteriological testing will be collected by the City of Bastrop not less than 24 hours after the treated line has been flushed of the concentrated chlorine solution and charged with water approved by the City. The Contractor shall supply a check or money order, payable to the City of Bastrop, to cover the fee charged for testing each water sample. City of Bastrop fee amounts may be obtained by calling the Water and Wastewater Department, telephone at 512-332-8960.		

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		12. The Contractor, at his expense, shall perform quality testing for all wastewater pipe installed and pressure pipe hydrostatic testing of all water lines constructed and shall provide all equipment (including pumps and gauges), supplies and labor necessary to perform the tests. Quality and pressure testing shall be monitored by City of Bastrop personnel.												
		13. The Contractor shall coordinate testing with the City of Inspector and provide no less than 24 hours notice prior to performing sterilization, quality testing or pressure testing.												
		14. The Contractor shall not open or close any valves unless authorized by the City of Bastrop.												
		15. All valve boxes and covers shall be in accordance with the City of Bastrop Construction Technical Manual.												
		16. Contact the Water and Wastewater Department, telephone at 512-332-8960 for assistance in obtaining existing water and wastewater locations.												
		17. The Planning and Development Department, telephone at 512-332-8840, shall be notified 48 hours prior to testing of any building sprinkler piping in order that the Building Official and/or Fire Department may monitor such testing.												
		18. Sand, as described in Specification item 510 pipe, shall not be used as bedding for wastewater lines. Acceptable bedding materials are pipe bedding stone, pea gravel and in lieu of sand, a naturally occurring or manufactured stone material conforming to ASTM C33 for stone quality and meeting the following gradation specification: <table border="1" data-bbox="363 1018 1130 1281"> <thead> <tr> <th>Sieve Size</th> <th>Percent Retained By Weight</th> </tr> </thead> <tbody> <tr> <td>1/2"</td> <td>0</td> </tr> <tr> <td>3/8"</td> <td>0-2</td> </tr> <tr> <td>#4</td> <td>40-85</td> </tr> <tr> <td>#10</td> <td>95-100</td> </tr> </tbody> </table>	Sieve Size	Percent Retained By Weight	1/2"	0	3/8"	0-2	#4	40-85	#10	95-100		
Sieve Size	Percent Retained By Weight													
1/2"	0													
3/8"	0-2													
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		19. The Contractor is hereby notified that connecting to, shutting down, or terminating existing utility lines may have to occur at off-peak hours. Such hours are usually outside normal working hours and possibly between 12 a.m. and 6 a.m.												
		20. All wastewater construction shall be in accordance with the Texas Commission on Environmental Quality (TCEQ) Regulations, 30 TAC Chapter 213 and 317, as applicable. Whenever TCEQ and City of Bastrop Specifications conflict, the more stringent shall apply.												
		TRAFFIC MARKING NOTES												
		1. Any methods, street markings and signage necessary for warning motorists, warning pedestrians or diverting traffic during construction shall conform to the Texas Manual of Uniform Traffic Control Devices for Streets and Highways, latest edition. 2. All pavement markings, markers, paint, traffic buttons, traffic controls and signs shall be installed in accordance with the Texas Department of Transportation Standard Specifications for Construction of Highways, Streets and Bridges and, the Texas Manual of Uniform Traffic Control Devices for Streets and Highways, latest editions.												

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	EROSION AND SEDIMENTATION CONTROL NOTES		
	1. Erosion control measures, site work and restoration work shall be in accordance with the City of Bastrop Code of Ordinances.		
	2. All slopes shall be sodded or seeded with approved grass, grass mixtures or ground cover suitable to the area and season in which they are applied.		
	3. Silt fences, rock berms, sedimentation basins and similarly recognized techniques and materials shall be employed during construction to prevent point source sedimentation loading of downstream facilities. Such installation shall be regularly inspected by the City of Bastrop for effectiveness. Additional measures may be required if, in the opinion of the City Engineer, they are warranted.		
	ELECTRIC		
	4. All temporary erosion control measures shall not be removed until final inspection and approval of the project by the City Inspector. It shall be the responsibility of the Contractor to maintain all temporary erosion control structures and to remove each structure as approved by the City Inspector.		
	5. All mud, dirt, rocks, debris, etc., spilled, tracked or otherwise deposited on existing paved streets, drives and areas used by the public shall be cleaned up immediately.		
	1. All utilities are to be underground.		
	2. A Blanket Temporary Access and Construction Easement for the construction of Electric Facilities is currently on file for the property.		
	3. A plat note referencing the Blanket Temporary Access and Construction Easement to be added to the final plat.		
	4. Upon completion of construction and installation of the Electric Facilities on the Property the developer/owner shall have the Permanent Utility Easement Area (20-foot easement, to include a 10-foot buffer around all non-opening sides and a 20-foot buffer around opening sides of equipment) surveyed by metes and bounds, at its sole cost and expense, and a copy of that Permanent Easement survey provided to BP&L for the granting and recording of a Permanent Public Utility Easement. The Blanket Temporary Access and Construction Easement shall be vacated at such time as BP&L accepts and records the Permanent Public Utility Easement.		
	5. As shown herein, a twenty (20) foot wide Public Utility Easement is hereby dedicated adjacent to street ROW on all lots.		
	6. The electric utility has the right to prune and/or remove trees, shrubbery vegetation and other obstructions to the extent necessary to keep the easements clear. The owner/developer of this subdivision/lot shall provide the City of Bastrop electric utility department with any easement and/or access required, in addition to those indicated, for the installation and ongoing maintenance of overhead and underground electric facilities.		
	7. The owner shall be responsible for installation of temporary erosion control, re-vegetation and tree protection for electric utility work required to provide electric service to this project		

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		8. All fees must be paid before materials are ordered or construction of Electric Facilities will be scheduled.		
		9. Provide electric schedule and load calculations.		