

THE CITY OF MARYSVILLE

City Hall, 125 East 6th Street • Marysville, Ohio 43040-1641
937-642-6015 • FAX 937-642-6045 • www.marysvilleohio.org

SHOP DRAWING SUBMITTAL PROCEDURE

The General Contractor is to submit a minimum of 4 sets of shop drawings for approval separated by reviewing division (Streets, Storm Water, Water, Wastewater, etc). Combined submittals are not acceptable and will be returned for resubmittal. All shop drawings submitted for approval shall have a cover sheet or label with a title block with identifying information satisfactory to the City Engineer.

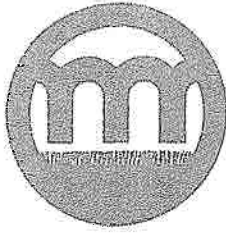
The shop drawings cover sheet or label shall bear the stamp of approval and signature of the contractor as evidence that they have been reviewed and verified as to the completeness of the submittal by the contractor. The cover sheet or label shall provide a 4"x5" area for actions taken by the City Engineer. The title block and Contractor's stamp shall contain the following minimum information:

- A. Project Name
- B. Contractor's Name
- C. Date
- D. Item
- E. Specification Section, Page, and Paragraph (City Specifications)
- F. Drawing Number xx of yy
- G. Location
- H. Submittal Number
- I. Approval Signature

Any submittal without the Contractor's stamp and signature will not be considered for review and returned for resubmittal. The City of Marysville will retain 3 sets of shop drawings for a permanent record. The fourth set shall be returned to the contractor. If the contractor would like additional copies returned, they shall submit the additional number of drawings for approval. The City Engineer shall be the final authority for submittal.

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WHERE THE GRASS IS GREENER



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ENGINEERING DIVISION RECORD (AS-BUILT) PLAN REQUIREMENTS

The design engineer shall, in conjunction with the formal request for project compliance, submit a letter to the Engineering Division indicating plan information has been specifically confirmed, or changed, reflecting as-built data obtained in the field. The letter shall be accompanied by the record project mylars, one paper set of prints, and the electronic files in AutoCAD format and images of the plans in PDF format on a compact disk.

The record project mylars shall specifically note (with a check mark) that the engineering plan items listed below are within acceptable construction tolerances for field practice in civil engineering, or are revised per the as-built field data obtained. Plan changes approved by the City Engineer during the construction are to be incorporated into the record plans at this time. Any variation from field conditions to the proposed plan shall be shown by:

- Line through plan data (do not delete original proposed plan data)
- Show field change next to lined out information

Engineering plan items to confirm or note revised as constructed (as applicable):

Sanitary Sewer System:

- Structure locations
- Invert elevations
- Top of casting elevations
- Pipe grades
- Pipe material
- Wye locations

Storm Water Management System:

- Structure locations
- Invert elevations
- Top of casting elevations
- Pipe grades
- Pipe material
- Orifice plates (location and size of opening)
- Proof surveys verifying detention/retention facilities location and capacity
- Channel modifications or improvements

Water Distribution System:

- Main line valve locations
- Hydrant and watch valve locations
- Hydrant manufacturer and year of manufacture
- Pipe size and class
- Size of service taps and location of water service boxes

Grading:

The act of submission of the record plans by the design engineer as part of the formal request for project compliance serves as verification that non-roadway storm sewer casting elevations are within 0.1 foot of approved plan data and all grades are within 0.1 foot of the approved grade elevations.

Grading features necessary for project compliance:

- All rear yard swales (as applicable)
- Major flood routing path
- Other major grading elements significant to the project

Projects whose site grading will be effected by ongoing building construction, which will generate additional fill, will have to dispose of this excess fill offsite unless prior approval is received by the City.

*POLICY LETTER ON
SETTLEMENT.*

October 10, 2002

Green Pastures 5 Resident

RE: Sunken Ground

Dear Resident:

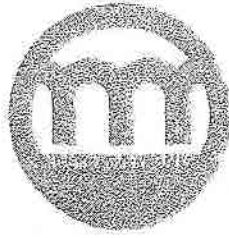
The City Administration and the Council of the City of Marysville have been discussing situations where construction of projects may result in ground settlement and damage to sidewalks and driveways. As a result of those discussions, a determination has been made to follow the regulations currently in place in the Marysville Codified Ordinances. These include Subdivision Regulations and other rules.

Subdivision Regulations provide that a Performance Bond be in place during construction and that a Maintenance Bond be in place for a year after construction is complete. The Maintenance Bond is to provide for repairs during the first year after construction is complete, which is when most damage occurs. After that time, the responsibility for repairs rests with the owner/occupant of the affected property.

Sincerely,

Phillip L Roush, PE, PS
City Engineer

C/ Mayor
Director of Administration
Director of Public Service
Director of Law
Members of Council
Clerk of Council
file



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June 4, 2004

RE: City Utilities Installation
Location Policy & Backfill Requirements

This paper is intended to affirm requirements for installation of utilities to be owned and maintained by the City of Marysville. These include sanitary sewers, storm drainage systems and water lines.

Installation of utilities is considered from different perspectives by developers and by City personnel. Developers are very aware of the cost of installation and its impact on the cost of development. City personnel are concerned with long-term maintenance and repair. Both factors are considered important in our policy. The long term maintainability and resultant impact on residents is of critical importance. Location has less impact in commercial and industrial areas than in residential neighborhoods.

We hereby affirm that all City-owned utilities in residential neighborhoods are to be located in dedicated street right-of-ways whenever possible. The only exceptions to this policy will be occasional easement exceptions for primary trunk lines and detention/retention basins. Backfill for such lines will be granular backfill when such lines are located under or within the cone of influence (generally measured at a 45° angle from the trench wall) of street pavement sections. Other locations within right-of-ways can be 98% compaction of virgin materials. The theory for this is that sidewalks probably will not be constructed for at least several months after the street is built. Additionally, maintenance of the sidewalks in right-of-ways is the responsibility of the owner of the property adjacent to the sidewalk location.

Installation in commercial and industrial areas will be addressed with the maintainability factor of prime importance. Locations within or very close to right-of-ways are preferred and will be reviewed for each development based on the long-term maintenance factor. Backfill requirements will be as outlined for residential areas.

Phillip L Roush, PE, PS
City Engineer