



DESIGN STANDARDS,
STANDARD PLANS
&
CONSTRUCTION SPECIFICATIONS

December 2019

CITY OF COTATI

201 West Sierra Ave.
Cotati, California 94931
Phone: 707-792-4600
Hours: 7:30am - 5:30pm
Monday – Thursday

Manual of Standards, Plans and Specifications

NOTICE TO USERS of the City of Cotati Manual of Standards, Plans & Specifications.

This Notice to Users is made a part of the Manual of Standards, Plans & Specifications (hereinafter referred to as Standards). Users of these Standards are cautioned that laws, codes, and regulations are ever-changing and it is the sole responsibility of the User preparing documents for permitting and/or construction to comply with current State and Federal Laws, Codes, and Regulations in the preparation of engineering documents.

Public improvements within the City of Cotati shall be constructed in accordance with the most recent version of the Standard Specifications of the State of California, Department of Transportation, Division of Highways, which specifications are hereinafter referred to as the State Standard Specifications, and in accordance with the following modifications and revisions, and City of Cotati Standard Plans.

1.0 Purpose

The purpose of this Manual of Standards, Plans & Specifications (Standards) is to provide minimum standards and requirements to be applied to improvements and private works to be dedicated to the public and accepted by the City for maintenance or operations, as well as improvements to be installed within existing right-of-way and easements. This is necessary in order to provide for the orderly and coordinated development of required facilities to be used by and for the public. These Standards shall apply to and regulate the design and preparation of plans for construction of streets, alleys, drainage, sewerage, street lighting, water supply facilities and other related public improvements.

2.0 Responsibilities

The responsibilities of the City, Applicant, Applicant's Engineer and/or other User, and Contractor with respect to administrative implementation of an applicant-initiated or other project are defined in the following subsections.

The City, the preparer of this document, and the City's Agents shall be held harmless from any suit, litigation, or action arising out of compliance by the Applicant, Applicant's Engineer and/or other User, and Contractor with all applicable State and Federal Laws, Codes, and Regulations, or application of these standards, plans and specifications.

2.2 City Responsibilities

The City will be responsible for the review and approval of Improvement Plans and the inspection of all public improvements.

2.3 Applicant Responsibilities

The Applicant, as applicable, shall have ultimate responsibility for compliance with requirements specified in these Standards. The Applicant shall be directly responsible for administrative requirements including application, submittal of the required Improvement

Plans, bonds and insurance, agreements, and payment of fees. The Applicant shall also be responsible for performance of the Applicant's Engineer in meeting design standards and requirements and for the performance of the Contractor in meeting construction-related requirements.

2.4 Applicant Engineer's or other Users (User) Responsibilities

These Standards presented herein provide requirements for the design and construction of public improvements and are intended to be the minimum standards. These Standards are not intended to be a substitute for engineering knowledge, judgment, or experience and shall be applied by the User as appropriate. Proposed deviations to these Standards shall be submitted, in writing, to the City Engineer.

All engineering plans, specifications, reports, or other documents (engineering documents) shall be prepared by or under the direction of a State of California registered civil engineer and shall be signed and stamped with the registered engineers seal in accordance with State regulations. An approval signature by the City Engineer on the engineering documents does not in any way relieve the User of the responsibility to use professional engineering practices and to meet all requirements of the City. Proposed revisions to the approved engineering documents are subject to the City Engineers review and approval.

It is the responsibility of the User to determine the applicability of each standard. These Standards constitute a minimum requirement for general conditions and may not apply to specific site conditions.

2.5 Contractor Responsibilities

The Contractor shall be directly responsible for the means, methods, techniques, sequences, and procedures of construction not otherwise required by these Standards and the Improvement Plans. At all times, the Contractor shall be responsible for compliance with all governing federal, state, and local laws, ordinances, codes, orders, and regulations that in any manner affect those engaged or employed on the jobsite, the materials used in the Work, and the safe conduct of the Work. The Contractor shall also be directly responsible for the compliance of all finished work with these Standards and the Improvement Plans.

2.6 CEQA

In conformance with the California Environmental Quality Act (CEQA), all actions by the City in reviewing, approving, issuing, and inspecting Improvement Plans, construction permits, and public improvements for applicant-initiated projects shall be deemed ministerial. It shall be the Applicant's responsibility to comply with the requirements of CEQA and the requirements of the lead agency, which has approved a development project or entitlement, including all mitigation measures that may relate to public improvements under City approval and inspection.

The City, the preparer of this document and the City's Agents shall be held harmless from any suit or action arising out of compliance or non-compliance by the Applicant with CEQA, or performance or lack of performance by the Applicant of any mitigation measure adopted or required by any local government.

2.7 Interpretation of Specifications and Plans

These Standards are intended to serve as one document. This means that the Specifications and Plans contained herein are complementary, and what is called for in one shall be as binding as what is called for in both. In the event of discrepancies, errors, or omissions found in these Standards, or should it appear that there is not sufficient detail to perform the Work, then the User shall promptly submit in writing to the City Engineer a request for clarification or interpretation.

2.8 Deviations

A request for a deviation from a City standard contained herein must be submitted in writing to the City Engineer by the User. Such requests shall identify the specific requirement at issue and state the proposed deviation with supporting technical information. Deviations shall be prepared by or under the direction of a State of California registered civil engineer and shall be signed and stamped with the registered engineers seal in accordance with State regulations.

Approved by:

Craig Scott, P.E.

Director of Public Works/City Engineer

2019



DESIGN STANDARDS, STANDARD PLANS & CONSTRUCTION SPECIFICATIONS

April 2019

Volume 1: Design Standards

SECTION 1: Streets and Roadway
SECTION 2: Storm Drain
SECTION 3: Street Lighting
SECTION 4: Traffic
SECTION 5: Sewer
SECTION 6: Park and Landscape
SECTION 8: Water

APPENDIX A: Engineer's List of Approved Items

APPENDIX B: Construction Notes

Volume 2: Standard Plans

100 Series: Streets and Roadway
200 Series: Storm Drain
300 Series: Street Lighting
400 Series: Traffic
500 Series: Sewer
600 Series: Park and Landscape
800 Series: Water

Volume 3: Construction Specifications

Part 1: Definitions
Part 2: Modifications
Sections 6-100: Specifications