

SECTION 1

PURPOSE AND DEFINITIONS

1-1. PURPOSE

The purpose of this Manual is to serve as a guide through the Development permitting process and establish minimums to be used in the design and drawing of plans for public and private works. Design standards may be augmented by City Council action, such as a Specific Plan, and/or by written approval of the Director. This manual is designed to explain the permitting process required to obtain Engineering approval, and ultimate acceptance of projects, for each of the following phases: Planning, Improvement Plans, and Mapping.

This Manual provides standards to be applied to public improvements and private works that will be dedicated to the public and accepted by the City for maintenance and/or operation, as well as improvements to be installed within existing rights-of-way and easements. This is necessary to provide for coordinated development of required facilities to be used by, and for the protection of, the public.

This Manual shall serve to regulate and guide the design and preparation of plans for: construction of streets, highways, alleys, drainage, sanitary sewer, street lighting, water supply facilities and related public improvements, and set guidelines for all private works which involve drainage, grading, erosion control, trees and related improvements.

1-2. RELATIONSHIP TO OTHER CITY-ADOPTED PLANS AND POLICIES

This Manual provides procedures and design standards that generally apply to projects and improvements Citywide in conformance with the Elk Grove Municipal Code (EGMC). Should any conflicts or inconsistencies occur between this manual and the EGMC, the EGMC shall govern. In some cases, such as in areas covered by a specific plan, certain elements of design may be governed by other City-adopted Plans and Policies. Applicants and Consulting Engineers shall refer to the appropriate policy document(s) when preparing engineered plans for review by the City. A list of existing plans and policies is included but not limited to the following:

- Specific & Community Plans – Southeast Policy Area, Laguna Ridge, East Elk Grove, and East Franklin
- Special Planning Areas – as kept on file with Development Services Department
- City of Elk Grove Design Guidelines
- Bicycle, Pedestrian, and Trails Master Plan
- Rural Road Improvement Policy and Standards
- Citywide Storm Drainage Master Plan
- Project-specific Master Infrastructure Plans
- Traffic Impact Analysis Guidelines

1-3. OTHER AGENCY COORDINATION

While this Manual covers certain aspects, such as layout and location of all facilities within the public right-of-way, reference shall be made to the appropriate agency's standards when their facilities are involved and/or the plans include work within an agency's jurisdiction.

Specifically, the design of sanitary sewer facilities and water supply systems shall conform to the requirements set forth in the various local sewer and water agency's standards specifications, improvement standards and standard drawings "latest edition", which have jurisdiction within the City limits.

Other agencies typically involved in reviewing improvements within the City's jurisdiction include, but are not limited to:

- CCSD Parks & Recreation
- CCSD Fire Department
- Elk Grove Water District
- Sacramento County Water Agency
- Sacramento Area Sewer District

1-4. OMISSIONS

Any items or situations not included in this Manual shall be designed in accordance with accepted engineering practice, the City of Elk Grove Municipal Code, City of Elk Grove Standard Construction Specifications, , and the latest editions of the State of California "Highway Design Manual", State Standard Plans and Specifications", "CaMUTCD", and as required by the Director herein defined.

1-5. DEFINITIONS

When the following terms or titles are used in these standards or in any document or instrument where these standards govern, the intent and meaning shall be as herein defined:

- A. Applicant – Shall mean a person, resident, landowner, developer, firm, agency, corporation, partnership, association or their representative, engaged in the land subdivision or development process
- B. CaMUTCD – Shall mean California Manual on Uniform Traffic Control Devices
- C. CCSD – Shall mean Cosumnes Community Services District
- D. City – Shall mean the City of Elk Grove, a municipal corporation. In some instances throughout the Manual, "City" may mean the Public Works Director, Development Services Director and/or their designee(s).
- E. City Code – Shall mean the Elk Grove Municipal Code.

- F. City Council – Shall mean City Council of the City of Elk Grove.
- G. City Engineer – Shall mean the designated Engineer representing the City.
- H. Consulting Engineer – Shall mean any person or persons, firm, partnerships or corporation legally authorized to practice civil, mechanical or electrical engineering in the State of California who prepares or submits improvement plans and specifications to Public Works or Development Services.
- I. Development Services - Shall mean the Development Services Department of the City Elk Grove
- J. Engineering Division – The Engineering Division within the City that is responsible for the review of Public Improvements related to private land development activities.
- K. Director - Shall mean the Director of Public Works of the City of Elk Grove or his/her designee.
- L. Development – Shall mean the act, process, or result of any land grading, utility installation, street or building construction on property.
- M. Improvement Standards – Shall mean all design standards, criteria, and requirements as outlined in this Manual, including all revisions and updates thereto.
- N. Improvement Plan - An engineered plan, prepared by a licensed civil engineer in the State of California, showing the design, sanitary sewers, storm drain, water systems, grading and earthwork, roadways, and all other appurtenant structures, facilities and construction, including engineering calculations, comprising improvements required for a development project or work within the public right-of-way.
- O. Laboratory – Shall mean any testing agency or testing firm which has been approved by the City of Elk Grove Public Works Department.
- P. Manual – Shall mean this Manual, including all revisions and updates thereto.
- Q. Mitigation Monitoring and Reporting Program (MMRP) – An environmental mitigation program administered by the Planning Division of the Development Services in accordance with City Code.
- R. Public Works – Shall mean the Public Works Department of the City of Elk Grove.
- S. Specifications – Shall mean the latest standard construction specifications adopted by the City Council governing the construction of roads, streets, sanitary sewers, storm drainage, concrete structures, water supply, traffic signals, street lighting and other facilities within the City of Elk Grove to be accepted by the City for maintenance and/or operation. Specifications also govern grading, erosion control, drainage, and landscaping.
- T. Standard Drawings – Shall mean the standard drawings adopted by the City.