CHAPTER 1

1.000 GENERAL STREET AND UTILITY AND SPECIFICATIONS

1.010 Standard Specifications

Design detail, workmanship and materials shall be in accordance with the current edition of the Standard Specifications for Road, Bridge and Municipal Construction, the APWA Amendments to Division One, and the Standard Plans for Road, Bridge and Municipal Construction, all written and promulgated by the Washington State Chapter of the American Public Works Association and Washington State Department of Transportation except where these standards provide otherwise.

The following specifications shall be applicable when pertinent, when specifically cited in the standards, or when required by a higher funding authority.

A. Conditions and standards as set forth in current version of the Stanwood Comprehensive Plan.

B. Conditions and standards as set forth in the City of Stanwood Comprehensive Water System Plan, most current edition.

C. Conditions and standards as set forth in the City of Stanwood Comprehensive Sanitary Sewer Plan and Wastewater Facilities Plan, most current edition.

D. Conditions and standards as set forth in the current version of the Stanwood Comprehensive Flood Plan.


F. Conditions and standards as set forth in the North Snohomish County Coordinated Water System Plan, except where this plan is in direct conflict with the Growth Management Act.

G. Criteria set forth in the Local Agency Guidelines as amended and approved by Washington State Department of Transportation.

H. Conditions and standards as set forth in the Washington State Department of Transportation Design Manual as amended and approved by Washington State Department of Transportation.

I. US Department of Transportation Manual on Uniform Traffic Control Device (MUTCD), as amended and approved by the Washington State Department of Transportation.

J. DOT Construction Manual as amended and approved by Washington State Department of Transportation.

K. Rules and regulations of the State Board of Health regarding public water supplies as published by the State Department of Health.


M. Conditions and standards as set forth in the State of Washington Department of Labor and Industries.
N. Design criteria of federal agencies including Department of Housing and Urban Development and the Federal Housing Administration.


P. Other specifications not listed above, may apply when required by the City of Stanwood.

1.020 Shortened Designation

The Stanwood Street and Utility Standards shall be cited routinely in the text as the “Standards”.

1.030 Applicability

The Standards shall govern all new construction and upgrading of public and private transportation and transportation related facilities; storm drainage facilities; sewer and water improvements; and park, recreation and open space facilities. These standards apply to construction, maintenance and operation of all public works and planning projects within the City.

1.040 Definitions and Terms

Average Daily Traffic or ADT - The average number of vehicles passing a specified point during a 24-hour period. Annual average daily traffic (AADT) denotes that daily traffic that is averaged over one calendar year.

City Engineer - The City employee designated by the Public Works and Community Development Directors as the Washington state licensed professional engineer who represents the City on reviewing projects.

Developer - Any person; firm; partnership; association; joint venture; or corporation or any other entity responsible for a given project.

Director of Community Development - The City employee who administer the Community Development Department and is responsible for implementation of these Standards for projects.

Director of Public Works - The City employee who administers the Public Works Department and is responsible for implementation of these Standards for projects.

Easement - The right to use a defined area of property for specific purpose/purposes as set forth in the easement document, on a plat or short plat, or as required for purposes as set forth herein.

Engineer - Any Washington State licensed professional engineer who represents the developer.

Half street - A Street constructed along an edge of development with improvements from the road centerline to the development constructed to the Standards herein. The road on the other side of the road centerline constructed with a 12-foot wide driving lane with pavement section constructed to the Standards herein.

Interceptor - The sewer that receives flow from a number of mains or trunk sewers, force mains, etc.

Lateral - That section of the sewer line extending from the City’s main to the right-of-way or easement line (i.e., the side sewer) that has no other common sewers discharging into it.
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Lot of Street Frontage - The distance between the two points where the lot lines intersect the boundary of public street right-of-way or private street tract.

Plans - The plans; profiles; cross sections; elevations; details; and supplementary specifications; signed by a licensed professional engineer which show the location, character, dimensions, and details of the work to be performed.

Private Sewer - Shall be that portion of the system located on private property where no easements are granted to the City. Maintenance of a private sewer shall be the responsibility of the property owner(s).

Private Street - Private vehicular access provided for by an access tract serving no more than four dwelling units that is privately owned and maintained.

Project(s) - General term encompassing all phases of the work to be performed and is synonymous to the term “improvement” or “work”.

Public Sewer - Shall be that portion of the system located within public rights-of-way or easements and which are operated and maintained by the City.

Public Street - Publicly owned and maintained street.

Right-of-Way - A general term denoting public land, property, or interest therein (e.g., and easement) acquired for or devoted to a public street, public access or public use.

Road - Used interchangeably with street.

Sewer Main or Trunk - Shall be a sewer that receives flow from one or more mains.

Side Sewer - The pipe and appurtenances that convey sewage between the point of connection two feet outside a building wall/foundation and the connection to the public sewer main that are the responsibility of the property owner(s).

Street - Used interchangeably with road.

Use of Pronoun - As used herein, the singular shall include the plural and the plural the singular; any masculine pronoun shall include the feminine or neuter gender and vice versa; and the term “person” includes natural person or persons, firm, partnership, corporation or association, or combination thereof.

Utility - A company providing public service including, but not limited to, gas; oil; electric power; street lighting; telephone; telegraph; water; sewer; storm drainage; or cable television; whether or not such company is privately owned or owned by a governmental entity.

Water Main - Pipe and appurtenances used for conveying and distributing water within the City’s water system. The City shall own and maintain water mains within public rights-of-way or easements dedicated to the City.

Water Meter - A device used to measure the quantity of water passing through a particular outlet. Ownership and maintenance of the first water meter on a water service line shall be the City of Stanwood, and all sub-metering beyond that shall be owned and maintained by the property owner(s), unless otherwise agreed up on in writing.

Water Service Line - The pipe and appurtenances that convey water from a water main to a building. Ownership and maintenance of the water service between the water main and the first
water meter shall be the City of Stanwood, all other water service lines shall be owned and maintained by the property owner(s).

1.050 Amendments to Standards

From time to time, amendments may be needed to modify the provisions of these Standards. Amendments shall be processed as a Type V application by ordinance by the City Council consistent with SMC 17.80.130, following public notification and hearing consistent with SMC 17.85.

1.055 Modifications to Standards

Modifications may be considered only as authorized in the text as set forth in the following sections.

1. Section 1.140 A. Utility Locations
2. Section 2B.070 Right of Way widths
3. Section 2B.100 Hammerhead turnaround
4. Section 2B.140 Intersections
5. Section 2B.150 Driveways
6. Section 2B.190 D. Hot mix asphalt longitudinal joints
7. Section 2C.020 Minimum standards for sidewalks
8. Section 2C.040 Cement concrete curb and gutter.
9. Section 4.040 Water Main
10. Section 4.070 Hydrants

Applications for Modification of Standards shall be processed as a Type I Application consistent with SMC 17.80.130.

An application for modification shall be made by the owner of the property or his authorized agent. The application shall be made on a form provided by the city, and shall be submitted to the Community Development Department separately or as part of a concurrent application for site development review or right of way use permit/construction permit as applicable. Each modification request shall require a separate application and fee.

A fee consistent with SMC 3.30 shall be submitted upon application.

The applicant shall clearly and in detail state what adjustment of requirements is requested and the reasons that such adjustment is warranted. The application shall be accompanied by supplemental data, such as sketches, surveys, and statistical information, as is deemed necessary by the City to support the adjustment.

The Public Works Director upon recommendation of the city engineer shall have the authority to consider and act upon an application to modify standards. The Director may approve, modify, or deny the requested adjustment, based on all of the following findings.

1. The adjustment would not be contrary to a significant public interest, and
2. The adjustment would be in keeping with and preserve the intent of the Standards, and
3. Literal enforcement of the Standards would be impracticable and would result in an unreasonable and unnecessary hardship, and
4. The modification is consistent with other chapters and sections of the Stanwood Municipal Code as determined relevant by the reviewing official.
In reviewing an application for modification the City may consider whether the modification is necessary to implement Federal or State requirements and when this consideration is relevant this consideration shall be included in the findings for approval.

The Director shall report on any approved modifications quarterly to the City Council subcommittee reviewing public works projects, and shall provide an annual report summarizing such modifications to the City Council.

1.060 Severability
If any part of these Standards are found invalid, all other parts shall remain in effect.

1.065 Applicable Permits
These standards will be used to evaluate projects requiring the following permit processes:

A. Right of Way Use/Construction Permit (See SMC 14.26)
   Applicable to construction in or alteration to any existing public street, sidewalk or alley, or to temporary lane or street closures.

B. Site Development Permit (See SMC 17.80.030)
   Applicable to development of:
   a) all new public or private infrastructure including streets, sewers, water systems, stormwater systems or parks needed to serve development, and
   b) connection of any private infrastructure to a public system that triggers a right of way use/construction permit except when no grading is required.

C. Grading Permit (SMC 17.80.080) Land clearing, fill and grade permits are required for all construction projects over 50 cubic yards or within 2 feet of a property line. A strict inventory and erosion control plan is required for all land clearing and grading permits.

D. Building plumbing and electrical permits (SMC 14.04) A building permit is required for most construction work including tenant improvements, alteration, repairs and demolition.

E. Demolition permits (SMC 14.04)

F. Subdivision of land and changes in lot or right of way boundaries including short plats, long plats binding site plans, boundary line adjustments, and street vacations. (SMC Title 16)

1.070 Plan requirements

A. Plans and profile illustrations must be submitted to the City for plan review and approval prior to the commencement of any construction or alteration of all proposed transportation related improvements; street illumination; traffic signalization; storm drainage facilities; and sewer and water improvements. For specific minimum requirements see the City’s Checklist for each permit

B. Plans for construction projects using these Standards, shall be prepared by a licensed engineer, registered in the State of Washington. All plans must be signed and stamped by the applicant's engineer prior to submittal for plan review. On occasion, the scope of a
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project (i.e., relocating hydrant) may not require engineered plans and can instead be handled via a right-of-way use/construction permit.

C. Final plans for construction of infrastructure shall be approved by the Public Works Director or City Engineer prior to the start of construction.

D. Specifications shall be required and submitted with the plans if General Notes do not adequately cover the project requirements.

1.080 Plan Review

All plans are to be submitted to the Stanwood Community Development Department in accordance with Stanwood Municipal Code Section 14.26 Right of Way Use/Construction Permit, Title 16 Subdivisions and Title 17 Zoning.

1.090 Construction Control

Work performed for the construction or improvement of City roads and utilities whether by or for a private developer, by City forces, or by a City contractor, shall be done to the satisfaction of the City and in accordance with approved plans. No work shall be started until such plans are approved. The City shall approve any revision to such plans before being implemented. Failure to receive the City’s approval can result in removal or modification of construction at the contractor or developer’s expense to bring it into conformance with approved plans.

1.100 Inspection

All work performed within the public right-of-way or easements, or as described in these Standards, whether by or for a private developer, by City forces, or by a city contractor, shall be inspected by the City and done to the satisfaction of the City and in accordance with any approved plans and these Standards. The City must approve any revision to construction plans in writing.

It is the responsibility of the developer, contractor, or their agents to notify the City two working days in advance of the commencement of any authorized work. A preconstruction meeting and/or field review shall be required before the commencement of work.

Inspections shall be requested by the developer, contractor or their agents a minimum of three (3) business days prior to the scheduled appointment.

It is the responsibility of the developer, contractor or their agents to have an approved set of plans and any necessary permits on the job site whenever work is being accomplished.

The City shall have authority to enforce these Standards as well as other referenced or pertinent specifications. The City will appoint project engineers, assistants and inspectors as necessary to inspect the work and they will exercise such authority as the Community Development Director or Public Works Director may delegate.

All specific inspections, test measurements or actions required of all work and materials are set forth in their respective chapters herein. Tests shall be performed at the developer or contractor’s expense.

Failure to comply with the provisions of these Standards may result in stop work orders, removal of work accomplished, or other penalties as established by ordinance.

No water meters shall be released for any lot or building served by a project until final acceptance has been granted.

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1.110 Fees
Fees shall be as set forth in SMC 3.30.

1.140 Utility Locations
A. Utilities within a right-of-way or easement on new roads or in roadways where existing utilities are not in conflict, shall be located as shown in typical street sections on Transportation Standard Details. Where existing utilities are in place, new utilities shall conform to these standards as nearly as practical and yet be compatible with the existing installations. The Public Works Director may approve modifications of location consistent with Section 1.055. Existing utilities shall be shown using the best information available. This verification may require exploration/excavation (potholing) if utilities are in conflict with proposed design.

The contractor/developer shall be responsible for utility locations in conjunction with their project until final Public Works approval is given.

B. All new utilities located on right-of-way within a subdivision or on easements within a subdivision shall be installed underground and new and existing facilities shall comply with provisions as set forth in these standards and as directed by the Public Works Director. Easements for public utilities shall be as set forth in franchise agreements between the City and the utility.

Utilities converted from overhead to underground on existing roadways may be located within the right-of-way.

C. A right-of-way use/construction permit is required of any utility, except City-owned facilities and utilities, who hold a franchise agreement with the City for any work done within the right-of-way and shall comply with all provisions of these Standards.

1.150 Easements
A. Where public utilities and/or their conveyance systems cross private lands, an easement must be granted to the City. The Community Development Department will process, record and file all easements. If the property is platted the easement may be conveyed when the short plat or final plat is filed. A licensed land surveyor or engineering firm capable of performing such work must prepare all easements not shown on a plat.

B. Width for permanent easements shall be 15 feet for a single utility and 20 feet for dual utilities. Construction easements shall be 30 feet minimum in total width, including the permanent easement. When trench depths dictate or where pipe diameter or vault widths exceed four feet, a wider easement may be required by the City Engineer.

C. Easements are required to be submitted in draft, unsigned for review and approval prior to plan approval. Signed copies are required prior to plan approval. Any change in design which places an amenity, (i.e., water, sewer, sidewalk, etc.,) outside of the easement may necessitate stopping of construction until plans and easements can be resubmitted and approved. Easements will be filed by the City upon satisfactory completion of the work.

1.160 Latecomers Agreements
Latecomer Agreements shall be in accordance with Stanwood Municipal Code Section 12.50.
1.170 Utility Extension
Utility mains shall be extended to and through the extremes of the property being developed for loop closures and/or future development as determined by the City.

1.190 Traffic Control
A. The developer/contractor shall be responsible for interim traffic control during construction on or along traveled roadways. Traffic control shall follow the guidelines of the WSDOT/APWA Standards. All barricades, signs and flagging shall conform to the requirements of the MUTCD.

City utilities constructed within Snohomish County right-of-way shall follow all traffic control requirements as set forth by Snohomish County Department of Public Works and MUTCD.

Signs must be legible and visible and should be removed at the end of each work day if not applicable after construction hours.

B. When road closures and detours cannot be avoided the contractor/developer shall notify the Public Works Department. The City may require a detour plan to be prepared, submitted and approved prior to closing any portion of a City roadway.

C. A right-of-way use/construction permit may be required before work in the road can commence.

1.200 Call Before You Dig
All developers/contractors are responsible for timely notification of all utilities in advance of any construction in right-of-way or utility easements. The utilities on-call Underground Location Center phone number is 1-800-424-5555 or 811.

1.210 As-builts
As-builts shall be provided to the City for approval by the City prior to final plat approval for plats or before building occupancy approval for other site development permits. The as-builts shall include the following information:

- Each sheet of the as-built drawing plans shall include the following statement along with the engineer’s or surveyor’s professional stamp (signed and dated): “These plans are as-built drawings and the information shown accurately reflects field conditions as of this date _______."

- It shall be the contractor's responsibility to record the location, by centerline station, offset, and depth below pavement, of all existing utilities uncovered or crossed during his work as covered under this project.

- It shall be the contractor's responsibility to have his surveyor locate by centerline station, offset and elevation, each major item of work done under this contract. Items of work shall be defined to include such items as: Fittings, Valves, Pipe, Hydrants, Services, Manholes, Catch Basins, Vaults, Structures, PRVs, Air/Vacs, Blowoffs.

- Sanitary Sewer: Plans and profiles including line size, slope and length. All manholes shall include location, type, rim/invert elevations, inside and outside drops. Side sewer shall be located and compared with the TV report.

- Water: Size, length and type of material shall be shown.
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- **Drainage:** Survey and volume computations for the retention/detention pond shall be prepared and stamped by a professional engineer. Information for the system shall include plans and profiles including line size, slope, length and location. All manholes and catch basins shall include location, type, and rim/invert elevation.
- **Streets:** Information shall include monument locations, slopes, roadway limits and profiles. Center line slopes, bearings and curve data (vertical and horizontal). Driveway locations and widths. Right-of-way location and widths. Location of illumination, service cabinets, junction boxes, and signalization.

After the as-built drawings have been approved by the City Engineer, the following items must be provided for prior to final plat approval or issuance of the Certificate of Occupancy:

- Three (3) full-size paper copies;
- One (1) Mylar copy;
- Electronic files of as-built drawings in AutoCAD format;
- Electronic files of as-built drawings in portable document file (PDF) format.

1.220 **Appeals**

Appeals to decisions resulting from application of the Standards and Standard Details shall be made in accordance with SMC 17.80.09.