



CITY OF ANAHEIM
PUBLIC WORKS CONSTRUCTION SERVICES
SURVEY

200 S. Anaheim Blvd., 5th Floor, Anaheim, CA 92805
RICK HILL, CITY SURVEYOR
Office: (714) 765-5284
Email: RWHill@anaheim.net

REQUEST FOR SURVEY STAKING

**REQUEST MUST BE RECEIVED BY SURVEY SECTION A MINIMUM OF TWO (2)
WORKING DAYS PRIOR TO STAKING BEGINNING**

TODAYS DATE: _____ REQUESTED BY: _____

JOB LOCATION: _____

PLAN OR SHEET NUMBER: _____

ITEM TO BE STAKED (ONE ITEM PER REQUEST/ ATTACH PLAN IF NECESSARY)

TYPE OF GRADES REQUIRED (CHECK WHERE APPLICABLE)

TC FL/INV FINISH SURFACE NONE OTHER _____

OFF-SET DISTANCE REQUIRED 0 3' 5' 10' OTHER _____

OFF-SET DIRECTION (UP STATION) LEFT RIGHT OTHER _____

INTERVAL: 25' 50' 100' OTHER _____

BEGINNING STA. _____ ENDING STA. _____

OTHER _____

SURVEY TO BEGIN THIS REQUEST (DATE) _____

"ASAP" OR LIKE KIND IS NOT AN ACCEPTABLE DATE

CONTACT PERSON

JOB FOREMAN: _____ CELL PHONE: _____

OFFICE: _____ EMAIL: _____

**CONTRACTORS WILL TAKE FULL RESPONSIBILITY OF STAKES AS SOON AS THEY ARE STAKED.
ANY LOSS OR DISTURBANCE MAY RESULT IN A RE-STAKE TAKE AT CONTRACTORS EXPENSE.**

SEE NEXT PAGE FOR STAKING POLICY

NON-STANDARD REQUESTS MAY BE DENIED

**REQUESTS FOR SURVEY WILL ONLY BE ACCEPTED FROM PRIMARY CONTRACTORS
(NO SUB-CONTRACTORS)**

INCOMPLETE REQUESTS CAN CAUSE DELAYS



CITY OF ANAHEIM

PUBLIC WORKS CONSTRUCTION SERVICES SURVEY

Standard staking policy Non-standard requests may be denied

<u>Type</u>	<u>Interval</u>	<u>Off-set</u>
Curb & gutter	25'	No more than 5' to TC
Curb returns	1/4 deltas	No more than 5' to TC
Street paving	50'	As shown on plan
Intersection grids	12'	As grid points per plan
Sewer	25'	As required to flow line of pipe
Storm drain	25'	As required to flow line of pipe
Catch basins*	N/A	8' to TC at LD's and CB openings
Water lines	50'	As required
Electrical ducts	100'	Centerline of duct
Right of way	N/A	On line as required
Temporary Construction easements	N/A	On line as required

Intervals other than those specified above will be given only when local conditions demonstrate the need and by approval of the City of Anaheim Survey Section.

Cuts/fills for paving will be marked on the existing surface when possible. A grade sheet will be issued for all other work.

If curb exists then the end of the local depression will be marked and will control the catch basin location.

No grades will be given if not shown on the project plans.

Fill out one request for each item of work. Treat each bid item as a separate item of work.

Prioritize request if submitting more than one at the same time. If more than one request is submitted at the same time, allow time in your schedule for each task to be completed by the surveyors. Discuss this with the Survey section if necessary.

Fill out the form completely. Incomplete requests can cause delays or denial.

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