

**GENERAL SUBMITTAL REQUIREMENTS - ENGINEERING DIVISION CHECKLIST**

**PROJECT:** \_\_\_\_\_

REQ'D	N/A	PROV	
			<b>Vicinity Map – Site, general location, nearest major street/freeway</b>
			<b>Title Report – dated within 90 days of application</b>
			<b>Site Plan – Full size, signed, wet stamped</b>
			Dimensions, Scale, North Arrow
			Legal Boundaries (type, width)
			Existing Easements, ROWs
			Proposed Easements, ROWs
			Topography
			Existing Contours (including 50' surrounding area)
			Existing utilities, poles, buildings, fences, walls
			Special Geologic Features
			Flood Zone Designation
			Proposed Improvements (public / private)
			Street (width, radii), curb, sidewalk
			Utility (storm drain, sanitary sewer, water, joint trench)
			Street lights, fire hydrants
			Special construction details
			Proposed Grading (include retaining walls & height)
			Proposed lot (include driveway), building, off-site layouts
			Proposed landscaping
			Proposed signing & striping
			Refuse disposal area
			<b>Preliminary Traffic Impact Study</b>
			<b>Preliminary Geotechnical/Soils Report</b>
			<b>Preliminary Hydrology Study/Map</b>
			Drainage calculations (25 year storm event)
			Proposed drainage pattern (include points of connection)
			Inlets, Pipe sizes, Swales, Ditches
			<b>Stormwater Compliance Documentation</b>
			Surface Area Map – Ex. & Prop. impervious & pervious areas & calcs
			Stormwater Control Plan - Refer to <i>C.3 Guidebook</i> for details
			<b>Special Requirements:</b>

COMPLETE

**By:** \_\_\_\_\_

**Date:** \_\_\_\_\_

INCOMPLETE