

ENGINEERING PLAN CHECK SUBMITTAL CHECKLIST

For Private Commercial Development

(Including Office Buildings, Warehouses, Industrial and Multi-family)

- **✓ Completed Project Submittal Application
- **✓ Three (3) complete sets of 24" x 36" civil plans (maximum scale 1"=30') to include:
 - Water plan sheet(s)
 - Sewer plan sheet(s)
 - Onsite grading and drainage plan sheet(s)
 - Underground fireline plan sheet(s)
 - Street/paving plan sheet(s) (including storm drains)
 - Street lighting plan sheet(s) (when not included with paving plans)
 - Follow the City of Tempe Public Works Department Engineering Design Criteria (http://www.tempe.gov/engineering/design_criteria.htm)
 - Use MAG, and the Tempe Supplement to the MAG Uniform Standard Details and Specification for Public Works Construction. (http://www.tempe.gov/engineering/standard_details/cover_letter.pdf)
 - Current title report or warrantee deed dated within last three months along with easement legal descriptions and sketches of new easement being created, dedications required or underground storage proposed.
 - Copy of Notice of Intent Certificate from ADEQ, if development is over 1 (one) acre.
 - Drainage Report (if applicable)
 - Copies of all existing easements, cross access/drainage agreements

Note: Plans may be rejected if the following required items (**) are not included with submittal