



PUBLIC WORKS DEPARTMENT-ENGINEERING
LAND DISTURBANCE PLAN REVIEW APPLICATION

- \*WATER MAIN \*SANITARY SEWER \*STORM DRAIN \*STREET CONSTRUCTION
\*EROSION CONTROL/LOT GRADING \*DEPOSITION OF SOIL \*UTILITY LINE

APPLICATION DATE: \_\_\_\_\_ CITY PERMIT NUMBER: \_\_\_\_\_

PROJECT NAME: \_\_\_\_\_
DEVELOPER/OWNER: \_\_\_\_\_ Mailing Address: \_\_\_\_\_
LOCATION OF PROJECT: \_\_\_\_\_
DESCRIPTION OF PROJECT: \_\_\_\_\_

APPLICANT ENGINEER COMPANY: \_\_\_\_\_
CONTACT PERSON: \_\_\_\_\_
PHONE NO: \_\_\_\_\_ EMAIL: \_\_\_\_\_ (or staple card here)

Attach copy of complete construction cost fee sheet. This box to be completed by City Staff: \_\_\_\_\_
APPROXIMATE VALUE OF PROJECT: \$ \_\_\_\_\_
PLAN REVIEW FEE (1%):\$ \_\_\_\_\_ for each submittal, comment and re-review cycle; minimum \$250: per executive memorandum dated September 8, 2008.
NOTE: INSPECTION FEE (4% based on final value) TO BE PAID BY CONTRACTOR DAY OF PRE-CONSTRUCTION MEETING
Public Works Engineering must review and recommend P& Z site plans and plats prior to P&Z board meeting. \_\_\_\_\_
Public Works Engineering must review and recommend commercial sites prior to building plan review. \_\_\_\_\_

- NOTES:
1. A concept meeting is required prior to plan review submittal. At that meeting, the applicant and staff will research city utility locations from our GIS and large construction plan library. This information is available and should be included on plan submittals.
2. One plan review set is all that is needed until final submittal. Then, 4 sets plus applicant needs should be submitted.
3. Incomplete plan submittals will be returned without review. Minimums are:
a. PE name and number referenced
b. City Cover Sheet
c. Survey (including Tree Survey)
d. Demolition Plan (if appropriate)
e. P&Z Site Plan
f. Engineering Site Plan/Dimension Control
g. Grading and Drainage (including detention and drainage calculations)
h. Utility Plan
i. Erosion Control (2 Phase: Initial/Grading and Final/Landscaping)
j. Photometrics if adjacent to residential zoning
k. Floodplain permit
l. Hydrology Study-bound and stamped
m. Traffic Impact Analysis-bound and stamped (if determined needed at concept meeting)
4. Revisions to permits shall be submitted for review with clouds and revision numbers or they will be returned without review. Slip sheet page revisions are desired.