

Off-Site (Public) Improvement Application Submittal Requirements:

- **Project Narrative (required)**
 - Scope of work proposed.
- **Traffic Impact Analysis (Final) (required)**
- **Drainage Report (required)**
- **Water Report (required)**
 - Final submittal must be accompanied by approval from water service provider.
 - Include square footage of building and flow test information on site detail.
- **Waste Water Design Report (required)**
 - Final submittal must be accompanied by approval from sewer service provider.
- **Geotechnical Soil Report (required)**
- **SWPP (required)**
 - When the development will disturb 1 acre or more.
 - Final submittal must be accompanied by approval from the Arizona Department of Environmental Quality.
- **Traffic Control Plan (required)**
- **Sealed Engineer's Construction Cost Estimate (required)**
- **Paving Plan (required)**
- **Grading & Drainage Plans (required)**
- **Signing & Striping Plans (required)**
- **Water Plans (required)**
 - Final submittal must be accompanied by approval from water service provider.
- **Sewer Plans (required)**
 - Final submittal must be accompanied by approval from sewer service provider.
- **Street Light Plans (as applicable)**
 - ED-3 streetlight and conduit plan.
- **Lighting (Photometric) Plan (as applicable)**
- **Landscape Plan (required)**

Miscellaneous Notes:

As with all other permits, submitted files will need to be flattened PDFs with no layers and no special characters in the file name. An initial payment will need to be made before the files are routed to plan review staff. Building, fire requirements, landscaping, entitlement and design, are all completed under separate permits.