



A Community of Excellence

Engineering Transmittal

Development Services Department
90 E. Civic Center Dr.
Gilbert, AZ 85296
(480) 503-6700-Phone
(480) 497-4923-Fax
www.gilbertaz.gov

Project Name _____ Permit Number _____

Project Location _____

Owner _____ Phone Number _____
(Name & Address)

Applicant _____ Contact _____
(Business Name, Address & Phone Number) (Name & Phone Number)

Attention _____

Please indicate what review this is for (1st, 2nd, 3rd, Etc.), number and type of plans, number and type of all required standard forms being submitted:

Grading/Drainage Street Improvements Sewer Landscape/Irrigation
Number of plans _____ Number of plans _____ Number of plans _____ Number of plans _____
[1st, 2nd, 3rd, 4th, Other checkboxes]

Water Street Light Signage/Striping Miscellaneous
Number of plans _____ Number of plans _____ Number of plans _____ Number of plans _____
[1st, 2nd, 3rd, 4th, Other checkboxes]

THESE ARE TRANSMITTED AS (CHECK BELOW)

(All 1st submittals require applicant to complete checklist on reverse side)

- FOR APPROVAL
FOR YOUR USE
AS REQUESTED
FOR REVIEW AND COMMENT
RESUBMIT _____ COPIES FOR APPROVAL
(Permit number required for all resubmittals)

REMARKS: _____

Signed _____ Date _____



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Checklist for Engineering Transmittal

Development Services

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- Completed Application
- Five (5) sets – Final Plat
- Five (5) sets – Landscape Plans
- Five (5) sets – Grading Plans
- Two (2) sets – Drainage Study
- Five (5) sets – Paving Plans
- One (1) set – Soils Report
- Five (5) sets – Water Plans
- Five (5) sets – Sewer Plans
- One (1) set – Boundary Closure
- Executed Water Agreement
- Executed Sewer Agreement
- Executed Garbage Agreement
- Five (5) sets – Street Light Plans
- Five (5) sets – Signing and Striping Plans
- Executed Street Light I.D. Petition, Legal Description and Vicinity Map
- Draft Covenants, Conditions and Restrictions (C.C. & R's)
- Current Title Report

Please check one of the following for specific project type:

- Engineering Subdivision
- Engineering Misc. Non-residential
- Engineering Final Plat

All documents will be prepared by a registered engineer, licensed by the State of Arizona in conformance with the Town of Gilbert Procedure Manual. Final plat to be prepared by a "Registered Land Surveyor", licensed by the State of Arizona.

For further requirements, see the Town of Gilbert Public Works/Engineering Standards and Details or contact Development Services.

REVIEWS THAT ARE INCOMPLETE AND DO NOT CONTAIN ALL OF THE ABOVE ITEMIZED PLATS, PLANS, REPORTS, STUDIES AND REQUIRED FORMS WILL NOT BE ACCEPTED.

Applicant _____ Date _____

04/2013