

Grading and Drainage ONLY – Single Site Residential



CITY OF PRESCOTT
PUBLIC WORKS DEPARTMENT
201 S. Cortez Street, Prescott, AZ 86303

GENERAL SUBMITTAL CHECKLIST

The following pages are provided as information for the applicant. Please read through this information as it directly applies to what the Public Works Department looks for when processing and reviewing permit applications.

CONTENTS:

- GRADING AND DRAINAGE – SINGLE SITE RESIDENTIAL PERMIT SUBMITTAL CHECKLIST

CONSTRUCTION PLANS: All plans should be drawn to scale, minimum 1:20

Copies of all General Engineering Standards, Manuals, City and Land Development Codes, and City Plan Review “Checklists” are available to the public on the City’s website at www.prescott-az.gov. Hard copies of the Plan Review “Checklists” will be made available upon request.

1. One (1) electronic copy of all submittal items in .pdf format.
2. Site/Civil Plans
 - a. North arrow and approvable engineering scale (1”=10’ OR 1”=20’ Preferred).
 - b. Architect or Engineer's, seal, signature, date and stamps expiration.
 - c. Survey datum: List at least two control points with coordinates and elevations on City of Prescott datum and ties. Refer to Prescott Land Development Ordinance 9.10.10 for details.
 - d. Show, label, and dimension all parcel lines, easements, and setbacks per the current recorded plat or other recorded documents. (L.D.C. 7.4.7)
 - i. A title search may be required for additional easements not shown on the recorded plat.
 - e. Location of all structures (Existing and Proposed) “grayed back” with notes regarding separate permitting. (If Applicable)
 - f. Existing and proposed contours at 1’ or 2’ intervals.
 - g. Grading quantities (cut and fill in cubic yards).
 - h. Drainage and Slope Management (permanent and temporary).
 - i. Label and dimension the locations of all existing and proposed site/retaining fence/walls. Show the finish grade elevations at base and top of wall at start, end, direction change, and elevation change (steps) locations.
3. Engineer Specifications and reports (if applicable).
 - a. Must include Engineers, seal, signature, date and stamps expiration date.
 - i. Geotechnical Report including R-value.
 - ii. Drainage Reports (with Hydraulic Calculations, and Hydrological Maps).