



A Community of Excellence

**Electronic Plan Review
Checklist for New
Engineering Submittal**

Development Services

Department

90 E. Civic Center Dr.

Gilbert, AZ 85296

(480) 503-6700-Ph.

(480) 497-4923-Fax

www.gilbertaz.gov

Design Review Board (DRB) approval is required prior to submittal of construction docs. DR ____ - ____

The following documents are required as part of the first submittal. In order to provide excellent service to the Town of Gilbert's customers, each submittal must meet the minimum requirements as listed on this form, or your submittal will not be accepted by the Development Services Staff.

- Final Plat
- Landscape Plans
- Grading Plans
- Drainage Study
- Paving Plans
- Soils Report
- Water Plans
- Sewer Plans/Reclaimed Water
- Boundary Closure
- Executed Water Agreement
- Executed Sewer Agreement
- Executed Garbage Agreement
- Executed Street Light Agreement
- Signing and Striping Plan
- Executed Street Light I.D, Petition, Legal Description and Vicinity Map
- Draft Covenants, Conditions and Restrictions (C,C & R's)
- Notice of Intent (NOI) and approved Storm Water Management Plan (SUMP)
- Current Title Report

Please check one of the following for specific project type:

- Engineering Subdivision
- Engineering Misc. Non-Residential
- Engineering Final Plat
- Engineering Miscellaneous

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

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

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

Customer/Authorized Agent Signature _____ Date _____