

City of Prescott
Civil Grading/Underground
Utility Permit Application
Public Works Department
 201 S. Cortez St., Prescott, AZ 86303
 Phone: (928)-777-1269 Fax (928) 777-1251

Project Address:	Assessor's Parcel #:	ENG PERMIT #:
Subdivision:		Lot#:
Description of Work:		
Water Line Linear Feet (LF): Sewer Line Linear Feet (LF):	Fire Line Linear Feet (LF): Paving Square Feet (SF)	Grading Cubic Yards (CY): CY of Cut: CY of Fill:
Approximate Acreage to Be Disturbed By Grading:	Engineer's Estimate TOTAL Cost:	Right-of-Way Permit #: Building Permit #:
Location (Address or APN) That Either Fill Material Originated AND/OR Excess Cut Material Will be Placed and Associated Permit #:		
Geotechnical Engineer:		If Blasting, Provide Contractor: (Fire Department Approval Required)
APPLICANT/CONTACT:		Phone:
Address:		Email Address:
City:	State:	ZIP:
OWNER:		Phone:
Address:		Email Address:
City:	State:	ZIP:
ENGINEER/ARCHITECT		Phone:
Address:		Email Address:
City:	State:	ZIP:
EXCAVATING CONTRACTOR:		Phone:
Address:		Email Address:
City:	State:	ZIP:
Lic#:	City T&P Tax #:	State Tax #:



CITY OF PRESCOTT
PUBLIC WORKS DEPARTMENT
 201 S. Cortez Street, Prescott, AZ 86303
 (928) 777-1269

CONSTRUCTION HOLD HARMLESS

Building Permit #: _____

To the fullest extent allowed by the law, the Contractor(s) agrees to defend, indemnify and hold harmless the City, its employees, agents, invitees and/or volunteers from any claims, demands, causes of action, liability, loss, property damage or any type of damage and/or injury (to property or person, including without limitation, wrongful death), whether brought by an individual or other entity, or imposed by a court of law or by administrative action of any Federal, State or local government body or agency, arising out of or incident to any acts, omissions, negligence or conduct of the City, its personnel, employees, agents, contractors, or volunteers in connection with or arising out of the Contractor's placement of soil pursuant to this grading permit.

It is expressly understood by the undersigned that this permit is revocable at will by the City, at the sole option of the city. If the city revokes this permit, it shall be the responsibility of the permittee to remove, at permittee's expense, all improvements authorized by this permit and restore the property to its original condition.

The Undersigned further releases and discharges the City from any and all claims in which the undersigned has or may have against the City, its agents, or employees, arising out of or in any way connected with the undersigned's activities as set forth on this permit. The applicant agrees to abide by the aforementioned miscellaneous requirements and all provisions and conditions as set forth in this permit.

The undersigned, under penalty of perjury, does hereby certify that all improvements made to the above project, at the address as stated above, by means of the building or improvement of structures or appurtenances of such property, have been performed by a duly licensed contractor unless the entire structure is intended for the undersigned's sole occupancy as owner and no part is provided for occupancy by the public, employees or business visitors and no part of the premises are intended for sale or rent.

I understand the owners who sell or rent property not completed with a licensed general contractor, may be subject to a Class 1 Misdemeanor under Arizona Revised Statutes § 32-1151 and § 32-1154. A Class 1 Misdemeanor is punishable by a fine not to exceed \$2500.00 and/or one year in the County jail. I understand and acknowledge the above certification.

Owner/Contractor: _____

Date: _____



Public Works Residential Inspection Deposit Form
THIS FORM MUST BE SUBMITTED WITH THE ENGINEER'S ESTIMATE

Permit #: _____ Project Name: _____

Engineer's Estimate Attached

	INSPECTION TYPE	HOURS		DAYS OF CONSTRUCTION		TOTAL HOURS
Single Lot – Service Connection	Water Tap	4	X	1	=	4
	Sewer Tap	4	X	1	=	4
	Water Main	1	X		=	
	Sewer Main	1	X		=	
Subdivision – 2- 20 lots	Water Main	1	X		=	
	Sewer Main	1	X		=	
	Street	1	X		=	
	Storm Drain	1	X		=	
Subdivision – 21-100 lots	Water Main	2	X		=	
	Sewer Main	2	X		=	
	Street	2	X		=	
	Storm Drain	1	X		=	
Subdivision - Over100 lots	Water Main	4	X		=	
	Sewer Main	4	X		=	
	Street	4	X		=	
	Storm Drain	1	X		=	
OTHER INSPECTIONS			X		=	
			X		=	
			X		=	
TOTAL ESTIMATED INSPECTION HOURS						
<u>TOTAL ESTIMATED INSPECTION HOURS:</u>	X	\$75.00 PER HOUR	=	\$		<u>TOTAL PW INSPECTION DEPOSIT</u>

This document is an estimate of the number of hours of Public Works inspection that would be necessary for the installation of public infrastructure contained within the Engineer's Estimate (attached). I understand that the cost of PW Inspection services is based on an adopted hourly rate and the fee assessed will be based on the hours of inspection provided. Surplus of deposit monies at the conclusion of the project will only be refunded to the person/entity that paid the deposit. Payment of additional PW inspection deposit or fee may be required if additional inspections are performed.

Signature (Contractor/Owner)

Printed Name

Date

For City Use Only	
Approved by:	Date:



Public Works Commercial Inspection Deposit Form
THIS FORM MUST BE SUBMITTED WITH THE ENGINEER'S ESTIMATE

Permit #: _____ Project Name: _____

Engineer's Estimate Attached

	INSPECTION TYPE	HOURS		DAYS OF CONSTRUCTION		TOTAL HOURS
Single Lot –Service Connection	Water Tap	4	X	1	=	4
	Sewer Tap	4	X	1	=	4
	Water Main	1	X		=	
	Sewer Main	1	X		=	
Subdivision – 2-5 lots	Water Main	1	X		=	
	Sewer Main	1	X		=	
	Street	1	X		=	
	Storm Drain	1	X		=	
Subdivision – 6-10 lots	Water Main	2	X		=	
	Sewer Main	2	X		=	
	Street	2	X		=	
	Storm Drain	1	X		=	
Subdivision - Over11 lots	Water Main	4	X		=	
	Sewer Main	4	X		=	
	Street	4	X		=	
	Storm Drain	1	X		=	
OTHER INSPECTIONS			X		=	
			X		=	
			X		=	
<u>TOTAL ESTIMATED INSPECTION HOURS</u>						
<u>TOTAL ESTIMATED INSPECTION HOURS:</u>		X	\$75.00 PER HOUR	=	\$	<u>TOTAL PW INSPECTION DEPOSIT</u>

This document is an estimate of the number of hours of Public Works inspection that would be necessary for the installation of public infrastructure contained within the Engineer's Estimate (attached). I understand that the cost of PW Inspection services is based on an adopted hourly rate and the fee assessed will be based on the hours of inspection provided. Surplus of deposit monies at the conclusion of the project will only be refunded to the person/entity that paid the deposit. Payment of additional PW inspection deposit or fee may be required if additional inspections are performed.

Signature (Contractor/Owner)

Printed Name

Date

For City Use Only	
Approved by:	Date:



**CITY OF PRESCOTT
PUBLIC WORKS DEPARTMENT
201 S. Cortez Street, Prescott AZ 86303 (928)777-1269**

**COMMERCIAL & MULTI-FAMILY
CIVIL PLAN REVIEW SUBMITTAL CHECKLIST**

BLDG/ENG Permit #: _____ Pre-Application Meeting #: _____

THIS FORM MUST BE SUBMITTED WITH FIRST PLAN CHECK (Submit All Applicable Items)

Project Name: _____

Description of Work: _____

I certify that these plans include all items I have checked on this checklist, and were prepared per the development standards cited below. I understand that the plans may not be accepted if I have failed to provide this information.

<u>Signature (of preparer of plans)</u>			<u>Registration number (if applicable)</u>	<u>Date</u>
<u>Req'd</u>	<u>Rec'd</u>	<u># of Sets</u>	GENERAL SUBMITTAL GUIDELINES	
			<i>We have prepared our plans and submittal in conformance with the "Improvement Plan Check Policies and Guidelines" and the City Drainage Criteria Manual dated _____. (The latest edition of the "Guidelines" may be obtained from the City Public Works Department or downloaded from the Land Development Code website @ www.cityofprescott.net)</i>	
<input type="checkbox"/>	<input type="checkbox"/>	2 Sets	24"x36" Drainage Plans	
<input type="checkbox"/>	<input type="checkbox"/>	2 Sets	24"x36" Water and Sewer Plans (for mainlines off-site and within a commercial site) , including service & meter size, fire lines, water backflow, PRV, and sewer backwater.	
<input type="checkbox"/>	<input type="checkbox"/>	2 Sets	Water and Sewer Reports (for public main extensions)	
<input type="checkbox"/>	<input type="checkbox"/>	2 Sets	24"x36" Landscaping Plans	
<input type="checkbox"/>	<input type="checkbox"/>	2 Sets	24"x36" Grading Plan and Erosion Control Plan/SWPPP. (120% financial assurances are required for slope stabilization (per LDC 6.7.7), SWPPP Binder, and ADEQ NOI are required prior to issuance of a grading permit.)	
<input type="checkbox"/>	<input type="checkbox"/>	2 Sets	Drainage Report with Hydraulic Calculations, and Hydrological Maps	
<input type="checkbox"/>	<input type="checkbox"/>	2 Sets	Geotechnical Report including R-Value	
<input type="checkbox"/>	<input type="checkbox"/>	1 Set	Electronic copy of all submitted items (in pdf. Form)	
<input type="checkbox"/>	<input type="checkbox"/>	2 Sets	Corresponding Pre-Application Conference Letter	
<input type="checkbox"/>	<input type="checkbox"/>	1 Set	Construction Cost Estimate (using City of Prescott forms and most current unit prices) with Plan Check Fee Calculation Sheet (for water/sewer main line and fire line extensions only)	

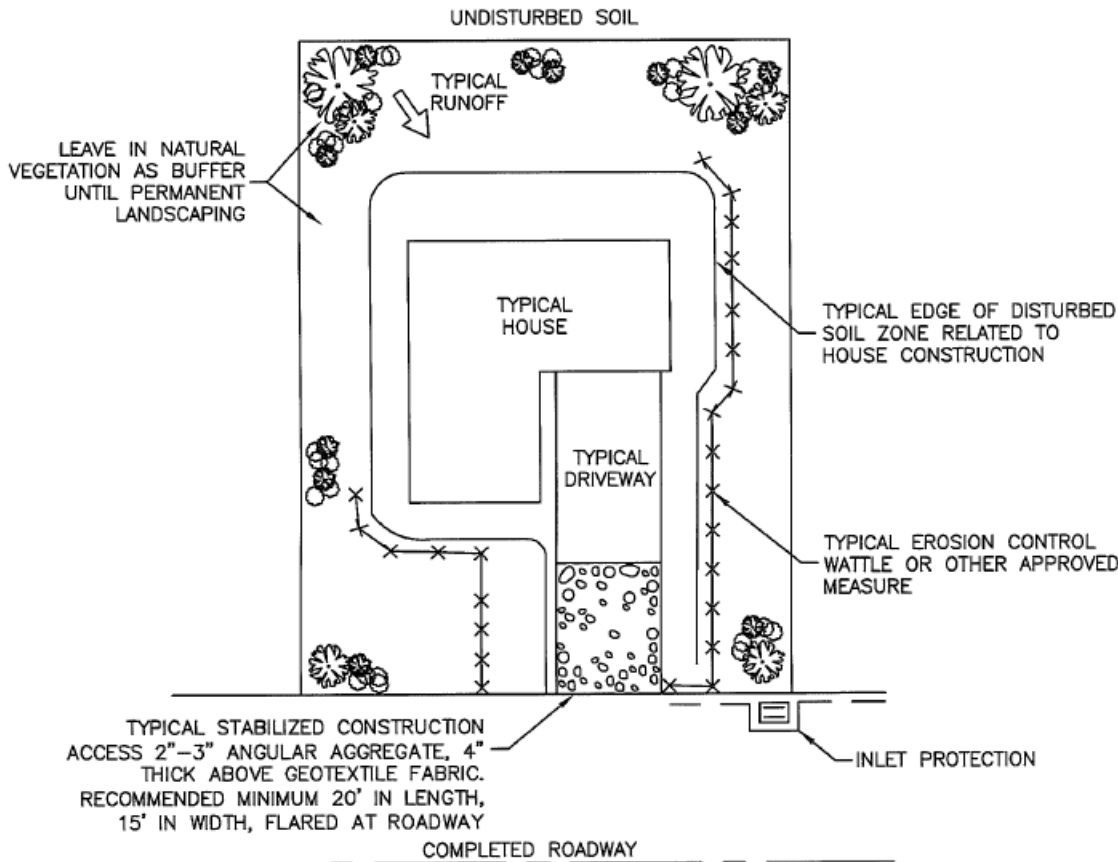
ALL ENGINEERING PLAN SHEETS SHALL INCLUDE:

1. Date plans are prepared. Scale of Plan with North arrow.
2. Engineer's firm, address and phone number in block provided. Self-adhesive label is not acceptable.
3. 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.
4. Revision Box
5. Quantities Box: Final quantities must be listed on either the title sheet or second sheet, showing as a minimum street footage per street with totals per project, water line and sewer line linear feet, fire hydrants, storm drains, water & sewer taps, earthwork, on the as-built as quantities may change from beginning of project to completion.
6. Signature block normally says "Approved By". For "As Built" plans, the signature block should say "Reviewed By" with date. In large lettering write "AS BUILT" near the title block, if the plans are "As Built" plans – Each Sheet.
7. Grading Plan shall be included with first plan submittal.
8. The SWPPP and NOI submittal shall be included with the Grading Plan submittal.

RESUBMITTALS

1. Two (2) sets of revised plans/reports
2. One (1) electronic submittal or revised plans/reports
3. All of the previous redlined/returned check plans/reports
4. If submittals beyond the second review set contain issues that have not been satisfactorily addressed, Engineering Services may call a meeting with the Engineer and the Developer to resolve the issues prior to continuing the plan review process.

Copies of all standards, manuals and City Plan Checking "Checklists" are available to the public for a nominal printing charge at the Engineering Services Department, and on the City's website at www.cityofprescott.net.



NOTES:

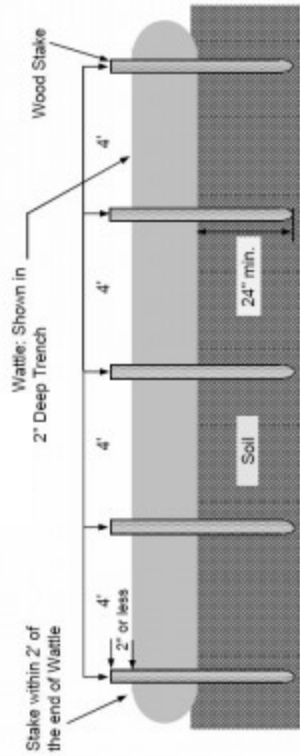
1. DEPENDING ON CONTRACTORS PRACTICES, THESE MEASURES MAY BE VARIED WITH APPROVAL FROM THE CITY ENGINEER OR DESIGNEE.
2. CONTRACTOR SHALL CONFORM TO ALL EROSION PREVENTION AND SEDIMENT CONTROL NOTES AND DETAILS.
3. PERIMETER PROTECTION IS REQUIRED ON THE DOWN STREAM SIDE OF THE LOT OR DISTURBED AREAS.
4. CONSTRUCTION ACCESS MAY BE SIZED TO FIT THE SITE, OR A COMBINATION OF OTHER CONTROL MEASURES MAY BE USED TO PREVENT TRACK OUT WITH APPROVAL FROM THE CITY ENGINEER OR DESIGNEE.
5. STOCKPILES MUST BE LOCATED AWAY FROM PAVED AREAS AND DRAINAGE FACILITIES AND MUST HAVE PERIMETER PROTECTION. DURING WET SEASONS, ADDITIONAL CONTROL MAY BE REQUIRED AT THE DISCRETION OF THE CITY ENGINEER OR DESIGNEE.
6. EROSION & SEDIMENT CONTROL MEASURES MUST BE MAINTAINED AND FUNCTION DURING CONSTRUCTION ACTIVITY.

N.T.S.

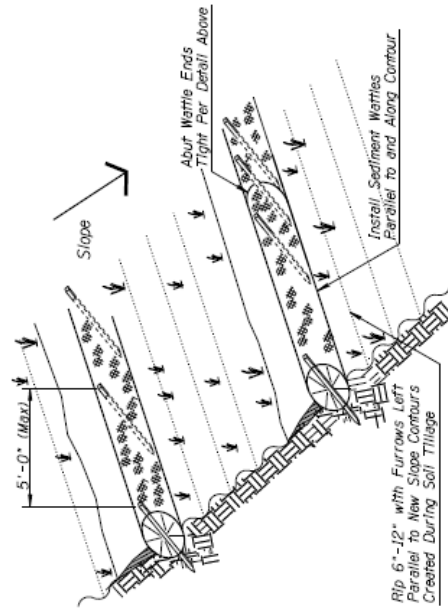
<p>SCOTT TKACH, P.E. CITY ENGINEER</p> <p>11-13-13 DATE</p>	<p>SAMPLE SINGLE FAMILY SITE EROSION CONTROL DETAIL</p>	<p>CITY OF PRESCOTT PUBLIC WORKS STANDARD DETAIL</p>	<p>XXX REV XX-XX</p>
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Sediment Wattle Detail

(Perimeter Protection)

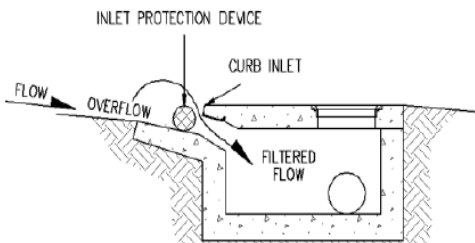


(Slope Protection)

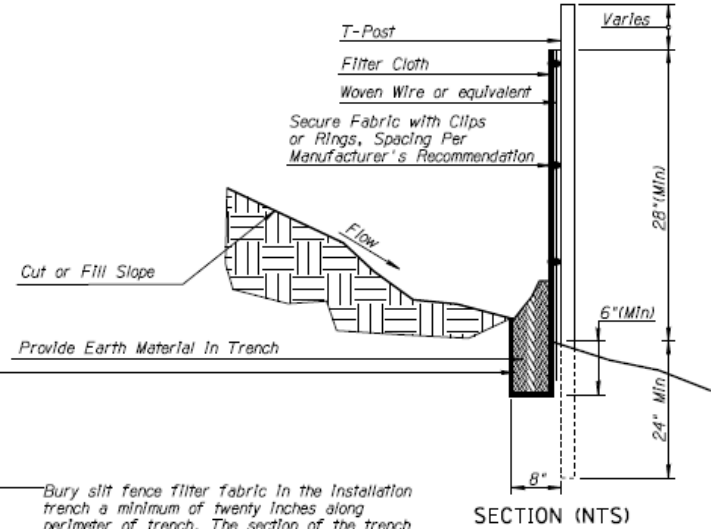


WATTLE SPACING INTERVALS	
Slope Ratio (H:V)	Maximum Spacing Interval
2:1	10'
3:1	20'
4:1	30'
5:1	40'
6:1	40'

Inlet Protection Detail



Silt Fence Detail



Bury silt fence filter fabric in the installation trench a minimum of twenty inches along perimeter of trench. The section of the trench shall be a minimum of 6" (deep) x 8" (wide). Bury filter fabric along the sides and bottom of the trench to form a "J".

