

CITY ID NUMBER: ENG – 20 – _____

Project Name:		Date:	
Project Location:			
Construction Description:			
Applicant (check one): <input type="checkbox"/> Owner <input type="checkbox"/> Architect <input type="checkbox"/> Engineer <input type="checkbox"/> Contractor <input type="checkbox"/> Other			
Owner/Developer:		Phone:	
Contact:	Email Address:		
Address:	City:	St:	Zip:
Applicant:		Phone:	
Contact Person:	Email Address:		
Address:	City:	St:	Zip:

DEVELOPMENT IMPROVEMENT TYPE	
<input type="checkbox"/> Commercial	<input type="checkbox"/> Single Family Residential
<input type="checkbox"/> Multi-family	<input type="checkbox"/> Development Agreement <input type="checkbox"/> Other:

ENGINEERING PLAN/REPORT REVIEW SUBMITTAL REQUIREMENTS

- This Engineering Submittal Form must be completed and accompany all plan and report submittals and re-submittals together with the “*required deliverables checklist*” which is created by the Engineering plan reviewer for each submittal.**
- All plans and reports must be in compliance with the most current edition of the City of Avondale General Engineering Requirements Manual and the City of Avondale Supplement to MAG Standard Details and Specifications for Public Works. Please contact the Engineering Division if you are uncertain which version is the latest.
- All plans, reports and related documents shall be bound separately. All reports shall be spiral or comb bound.
- A separate cover sheet utilizing the City template must be submitted with each plan submittal type (e.g., G&D, Water, Sewer, Paving, etc.) with the exception of commercial or multifamily improvement plans, which require only one comprehensive civil cover sheet. The City template may be found by clicking [here](#).
- The Plan Review fee is \$375/sheet for 1st review and \$375/redlined sheet for 2nd and subsequent reviews. The fee is calculated and collected at the time of each submittal.
- The report and technical document review fee is \$225/hour for each submittal. This fee is calculated after each review and collected at the next submittal.

Development and Engineering Services Department

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