



Public Works
7501 E. Skoog Blvd.
Prescott Valley, Arizona 86314
Phone (928)759-3070
Fax (928)759-5514
email: works@prescottvalley-az.gov

Commercial Application Checklist Engineering

Permit #: _____ Construction Address: _____

- Transmittal Letter
- Engineering Application
- Application Fees – Fee of \$20.00 per sheet with application
- Engineers Estimate
- Certificate of Assured Water Supply
- Project Plat (5 sets)
- List of Additional Easements
- Construction Plan Set/SWPPP Plan (3 sets)
- SWPPP Report
- Design Reports – Water/Sewer/Drainage/Soils Report
- Previous Redline Comments – If Applicable
- Traffic Impact Analysis – TIA
- All Forms Completed/Signed – Original Signatures/Dated By Applicant

***** All Engineering documents must be sealed. They must be signed or stamped “Preliminary”, “Draft” or “Not for Construction”.**

Taken in/Reviewed by: _____ Date: _____

(This application checklist must be returned with completed application)



**TOWN OF PRESCOTT VALLEY
PUBLIC WORKS/ENGINEERING APPLICATION**

Engineering Development Plan Review App. No. _____

Development Name: _____

Project Name: _____

Project Description: _____ APN (if available) _____ - _____ - _____

APPLICANT /OWNER NAME & MAILING ADDRESS: _____ _____ _____ PHONE: _____ CELL: _____ FAX: _____ E-MAIL: _____		FOR OFFICE USE ONLY A/P/D #: _____ APPLICATION DATE: _____ INITIAL FEE: _____ RECEIPT # & DATE: _____ TAKEN BY: _____ IS THERE A RELATED FINAL DEVELOPMENT PLAN SUBMITTAL? <input type="checkbox"/> Yes <input type="checkbox"/> No
ENGINEER/ARCHITECT NAME & MAILING ADDRESS: _____ _____ _____ PHONE: _____ CELL: _____ FAX: _____ E-MAIL _____		
OTHER CONTACT NAME & MAILING ADDRESS: _____ _____ _____ PHONE: _____ CELL: _____ FAX: _____ E-MAIL _____		
PLAN/REPORT NAME	NUMBER OF SHEETS/PAGES	
1. _____	_____	
2. _____	_____	
3. _____	_____	
4. _____	_____	
5. _____	_____	
If application is for review of construction plans/reports, please list individual plan sets/reports and the number of sheets/pages in each plan set/report separately.		
I hereby certify that the information submitted for this application is complete and accurate to the best of my knowledge and that I am the applicant or the bonafide agent of same as stated in the attached documentation.		
_____ Signature		_____ Date
_____ Please Print Name		