



PUBLIC WORKS ENGINEERING DIVISION
PLAN CHECK SUBMITTAL FORM

DATE:

PLANNING CASE NO.:

ADDRESS / LOCATION:

PROJECT DESCRIPTION:

OWNER / DEVELOPER:

ADDRESS:

PHONE:

FAX:

EMAIL ADDRESS:

ENGINEER / ARCHITECT:

ADDRESS:

PHONE:

FAX:

EMAIL ADDRESS:

SUBMISSION CHECKLIST

- ☐ TWO COPIES OF PLANS FOR FIRST SUBMITTAL
☐ CASE NUMBER FROM PLANNING DIVISION
☐ WQMP APPROVAL LETTER – **MUST BE ATTACHED FOR GRADING SUBMITTAL**

CALCULATED FEES

- ☐ LOT LINE ADJUSTMENT: \$1,250
☐ PARCEL MERGER \$1,600

ACCT. NO. 1001-0000-35730-300-00000

PAYMENT: \$

RECEIPT NO.: OFFICE USE ONLY

DATE:

☐ PLAN CHECK _____
○ ROUGH ○ PRECISE

OF PAGES: _____
OF COPIES: _____

ACCT. NO. 1001-0000-35730-300-00000

PAYMENT: \$

RECEIPT NO.: OFFICE USE ONLY

DATE: