

Complete Submittal Requirements* (partial submittals will not be accepted)								
~ required items noted or shown with 'X' ~								
	Tentative NAC		Tenant Improvement	Single Family Residential Service	Commercial Service	Commercial w/ Main requiring NAC report	Subdivision Design requiring NAC report	Main Only requiring NAC report
	Planning Studies Levels 1 & 2	Acknowledgement Letter						
Initial Engineering & Resource Review fee	\$1,000 & \$2,000	\$100.00	\$250.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00
Official Plat Map							X	
Title Sheet		X		X	X	X	X	X
Phasing/Timing Requirements						X	X	X
Driveway Locations				X	X	X	X	X
Site Plan & Street Layout (including ROW) w/ Vicinity Map		X	X		X	X	X	X
Full Plan & Profile						X	X	X
Full Utility Plan within ROW		X			X	X	X	X
Grading Plan		X				X	X	X
Approved Fire Hydrant Locations, Service Demand & Duration			X	X	X	X	X	X
Landscape & Irrigation Plans including Temporary Irrigation					X	X	X	
Civil Plans				1 copy req'd	1 copy req'd	1 copy req'd	1 copy req'd	1 copy req'd
CAD drawings - see individual project requirements listed		items listed above with 'x'		Street and Lot Layout	X	X	X	X
Plumbing / Mechanical Plans			1 copy req'd		1 copy	If req'd - 1 copy		

Notes:

* Above requirements are minimums. Additional information may be necessary depending upon the project complexity.

**All remaining project costs will be assessed when fee workbook is generated

- All civil and landscape drawings, including landscape demands, must be wet-stamped.
- Applicant must provide one wet-stamped copy of the full Civil Set for Commercial, Commercial w/ Main, Subdivision NAC & Main Only job classifications.
- If change of ownership occurs during the application process, the new owner will be required to submit a new application form, and all applicable fees and timelines will be re-evaluated.
- Planning Study findings are preliminary in nature and are based on the quantity and accuracy of the data received.