

City Staff to complete this section

Related Case No's: _____

ENGINEERING PLAN REVIEW AND SUBMITTAL APPLICATION

(Check box indicating items are being submitted)

- Transmittal letter attached
- A written response to the City's review letter is attached
- A copy of the latest review letter from the City is attached
- This Form is attached and filled out in its entirety
- Payment is attached, in full, for review/submittal fees.
- A **COMPLETE** set of signed and sealed drawings must be submitted, in addition to any revised sheets
- A PDF version **all items** being submitted is attached
- Required number** of drawings and/or Reports are submitted (See last page for requirements)
- All drawings are drawn to scale and any revisions are clearly labeled on drawings.
- All documents are FOLDED to 8 1/2" x 11"
- A CAD file, or shape file, of the Site Plan or Plat, using the coordinate system of – NAD83, Oklahoma State Plane North is attached

NOTE: Site plan drawings must be submitted separately with an application for Site Plan Review.

SUBMITTAL DATE	ENGINEERING DESIGN REVIEW FEES		AMOUNT DUE
	Plan Design Review Fee – Initial Review*	\$2,000.00 for plan set 1-20 sheets \$3,000.00 for plan sets greater than 20 sheets	\$
	Plan Design Review Fee – 2nd Submittal. Revisions must include full set with revised sheet(s) clearly labeled. <u>Do not submit revised sheets only.</u>	No Charge	\$
	Plan Design Review Fee – 3rd Submittal. Revisions must include full set with revised sheet(s) clearly labeled. <u>Do not submit revised sheets only.</u>	Revised sheets 1 – 5 No charge Revised sheets greater than 5, \$50.00 per revised sheet	\$
SCHEDULE A MEETING, WITH STAFF, PRIOR TO THE 4TH SUBMITTAL			
	Plan Design Review Fee – 4th submittal or more** Revisions must include full set with revised sheet(s) clearly labeled. <u>Do not submit revised sheets only.</u>	\$400.00 per Revised Sheet	\$

* Requires a pre-application meeting prior to initial submittal. Initial review fees are non-refundable.

**Requires a meeting with Staff before the 4th submittal, then resubmittal.

No fee for conceptual plans submitted with Preliminary Plats. This form is not needed with Conceptual utilities.

IS THIS SUBMITTAL REQUIRED FOR PLATTING: _____ OR SITE PLAN: _____

PLAT NAME & PUD NUMBER, IF APPLICABLE: _____

DO NOT leave fields blank.

COUNTY: _____ QUARTER SECTION: _____ SECTION/TOWNSHIP/RANGE: _____ / _____ / _____

ACERAGE: _____ LATITUDE & LONGITUDE: _____

ADDRESS **OR** GENERAL LOCATION OF PROPERTY: _____

NAME OF APPLICANT: _____ PHONE: _____
If Developer, state so Name of Company (Please Print)

CONTACT PERSON NAME: _____

ADDRESS: _____ ZIP CODE: _____
City/State

EMAIL: _____

PROPERTY DEVELOPER/OWNER: _____ PHONE: _____
Name of Company (Please Print)

CONTACT PERSON NAME: _____

DEVELOPER/OWNER'S ADDRESS: _____ ZIP CODE: _____
City/State

EMAIL: _____

CONTACT PERSON FOR THIS APPLICATION: _____
(Please Print)

CONTACT PERSON'S PHONE NUMBER: _____

DO NOT WRITE BELOW THIS LINE. STAFF USE ONLY

PROJECT NAME: _____

REC'D BY: _____ TOTAL FEES DUE: _____ RECEIPT# _____

CHECK # _____ CREDIT/DEBIT CARD PAYMENT _____

(Date Received Stamp Here)

COMPLETE NEXT PAGE (REQUEST FOR ENGINEERING REVIEW FORM)

REQUEST FOR ENGINEERING REVIEW FORM

CHECK WHICH ITEMS ARE BEING SUBMITTED FOR THIS SUBMITTAL
ENGINEERING PLANS SHALL USE A 22X34 TITLE BLOCK TO ALLOW FOR THE CORRECT SCALING OF
THE 11X17 HALF SIZE SETS SUBMITTED FOR REVIEW ON BOTH PAPER AND PDF.
FULL SIZE PLANS MAY BE REQUESTED FOR CLARIFICATION.

WATERLINE SERVICE

Note: Service areas, other than the City of Broken Arrow, require an engineer's certification stating that the minimum required domestic and fire flows can be supplied for the development.

(CIRCLE ONE) OFFSITE OR ONSITE?

- Detailed Waterline Plans **(2 half size paper copies, 11x17 PDF, to scale and a Water Model report)**
Re-submittal? Yes No

SANITARY SEWER

(CIRCLE ONE) OFFSITE OR ONSITE?

- Detailed Sanitary Sewer Plans **(2 half size paper copies, 11x17 PDF, to scale)**
Re-submittal? Yes No

GRADING, PAVING AND STORMWATER

- Detailed Grading, Paving & Stormwater Plans **(2 half size paper copies, 11x17 PDF, to scale)**
Re-submittal? Yes No
- Detailed Grading Plans only **(2 half size paper copies, 11x17 PDF, to scale)**
Re-submittal? Yes No
- Detailed Paving Plans only **(2 half size paper copies, 11x17 PDF, to scale)**
Re-submittal? Yes No
- Detailed Stormwater Plans only **(2 half size paper copies, 11x17 PDF, to scale)**
Re-submittal? Yes No

STORMWATER POLLUTION PREVENTION PLAN (SP3) WITH NOI (NOTICE OF INTENT)

Required for all projects of 1 acre or greater of disturbed area (2 paper copies & 1 PDF)

Re-submittal? Yes No

HYDROLOGY & HYDRAULICS REPORT (H & H REPORT)

Required as applicable to project (2 paper copies & 1 PDF with the accompanying input/output model – electronic copy) Re-submittal? Yes No

GEOTECHNICAL REPORT

Required for developments with public or private roadways and/or streets (2 paper copies & 1 PDF)

Re-submittal? Yes No

RETAINING WALL DESIGN REPORT

Required as applicable to Projects with height of 4 feet or taller (2 paper copies and 1 PDF)

Re-submittal? Yes No

TRAFFIC IMPACT ANALYSIS

Required as applicable to project (2 paper copies & 1 PDF).

Re-submittal? Yes No