



Public Works Department

375 W. Sahuarita Center Way
 Sahuarita, AZ 85629
pwpermits@sahuaritaaz.gov
 520-344-7100

ELECTRONIC SUBMITTAL ONLY

PRIVATE IMPROVEMENT AGREEMENT PERMIT CHECKLIST

PROJECT NAME:	DATE:
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Project Duration Dates	START:	END:
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FORM A Major Utility - Dry, Sewer, Water	FORM B Paving, Concrete, Drainage	GRADING TYPE II Commercial, Subdivision
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REQUIRED ITEMS	CHECKED	STAFF REVIEW
Complete Private Improvement Agreement (PIA) Permit Application		
Approved Tentative Plat or Development Plan in PDF format.		
Approved Improvement/Grading/Paving/Utility Plan set in PDF format.		
Provide Hard Copy Plan Set		
1 Full size set (24" X 36")		
1 Half size set (12" x 18"). We will not accept 11" x 17" copy.		
Construction Cost Estimate required. Original documentation required signed by property owner or developer.		
ADEQ Construction General Permit Stormwater Pollution Prevention Plan (SWPPP) approved plan and permit.		
ADEQ Notice of Intent (NOI). The NOI is required for construction proces that disturb one acre or more, or are part of larger development.		
PDEQ Activity Dust Control Permit		
PDEQ Approval to Construct (Form A - water/sewer).		
Reseeding Bond for an At-Risk Grading Permit Type II in the amount of \$0.05 per sq. ft. (If applicable).		
Flow Management Plan (Form A - SCA)		
Arizona BlueStake Ticket Number		
Town Business License		
Traffic Control Plan(s) in PDF format (if applicable)		

For Internal Use Only

Checked by:	Date:
Reviewed by:	Date:
Approved by:	Date:



NOTES: