



TOWN OF SAHUARITA

DEPARTMENT OF PUBLIC WORKS

375 W. Sahuarita Center Way, Sahuarita, AZ 85629

Ph: (520) 344-7100 Fax: (520) 344-7111

<http://sahuaritaaz.gov>

Improvement Agreement/Permit Checklist

Form A, Form B & Type II Grading

Project Name: _____

Date: _____

___ Form A* (Major Utility) Type: Dry/Water/Sewer If Sewer: PCWWM or TOS[†] SCA[‡]: Yes / No

___ Form B (Paving, Concrete & Drainage)

___ Type II Grading

Required Items	Checked	Reviewed
Complete Application		
2 sets of <u>Approved</u> plans; plus 2 digital files 1(full size sets) 1 (½ size sets) 1 (electronic pdf. digital file of Approved plan) 1 (AutoCad file for offsite and/or "Public" infrastructure)		
Construction Cost Estimate/Contract <i>(Documentation Required)</i>		
ADEQ Notice of Intent (NOI) Certification & Application <i>(NOI is required for construction projects that disturb one acre or more, or are part of larger development)</i>		
Certificate of Liability Insurance <i>(Minimum \$1,000,000 and the Town of Sahuarita shall be named as additional insured.)</i>		
Reseeding Bond <i>(for Grading Permit; in the amount of \$0.05 per sq ft.)</i>		
State and Town Business License		
PDEQ Air Quality Activity Permit <i>(Fugitive Dust)</i>		
*PDEQ Approval to Construct: <i>(Form A)</i>		
‡Flow Management Plan: <i>(Form A - SCA)</i>		
Traffic Control Plan <i>(ROW Permit when applicable)</i>		
Blue Stake #		
Flood/Retaining/Patio Walls <i>(Verify w/BD)</i>		
TP/DP Approved (DR): <input type="checkbox"/> Yes <input type="checkbox"/> No		
Fees Received: <input type="checkbox"/> Yes <input type="checkbox"/> No Check #: Amount: \$		

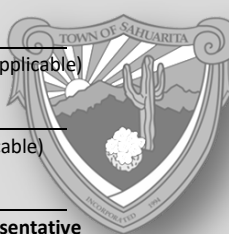
For Internal Use Only:

File Prepared and Checked by: _____
Civil Engineering Technician - PWF

Reviewed by: _____
Project Manager – DR/WW (when applicable)

Reviewed by: _____
Right-of-Way Manager (when applicable)

Approved by: _____
Town Engineer or Authorized Representative



† NEW SEWER:

_____ # of MH. _____ Lineal Ft. of Sewer

_____ Diameter Pipe Size(s)

NEW PAVEMENT & CONCRETE:

_____ LF of Roadway _____ Type/Structure

_____ LF of S/W _____ Width of S/W

_____ LF of Curb _____ Curb Type

_____ Avg Road Width(s)