



# GRADING PLAN

## Submittal by Appointment Form

PLEASE FAX THIS FORM TO (520) 740-6380

**1<sup>st</sup> submittals will not be accepted without the following items provided:**

- ❑ Approval Letter & Approved copy of Drainage Report/Addendum  
(Letter & Report stamp must have same date)
- ❑ The 1<sup>st</sup> review comments of the Tentative Plat or Development Plan
- ❑ Completed and signed Grading Permit Application  
<http://pimaxpress.com/SubDivision/default.htm> under Grading

**Following items will be required prior to Approval of Grading Plan**

- ❖ Approved Tentative Plat or Development Plan
- ❖ Archaeological Clearance Letter from Pima County Cultural Resources
- ❖ NPPP Approval Letter
- ❖ Nationwide 404 Compliance Statement
- ❖ Soils Report that address the stability of cut and fill slopes

**Approval of the following items will be required prior to acceptance (If Applicable)**

- ❖ Approval of TIS from PC DOT
- ❖ Structural Approval from PC DOT for drainage structures i.e. box culverts and con-arches
- ❖ Approval of HDZ variance/minor modification
- ❖ Recorded Private or Public Easements

**Required Information**

Project Number: **P12** \_\_\_\_\_

Full Project name (including lot numbers, CA's, and phases): Match T.P. or D.P. \_\_\_\_\_

Submittal # (1<sup>st</sup>, 2<sup>nd</sup>, Revision 1, etc.): \_\_\_\_\_

Number of sheets including the cover: \_\_\_\_\_

If submitting a revision, how many sheets are affected? \_\_\_\_\_

Need appointment no earlier than: \_\_\_\_\_

Engineer/Contact name: \_\_\_\_\_

Company name: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax number: \_\_\_\_\_

Email address: \_\_\_\_\_

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**Any questions please contact Olivia Cañez at 740-6586 or [Olivia.Canez@dcd.pima.gov](mailto:Olivia.Canez@dcd.pima.gov)**

**For Office Use Only:**

Fee \$ \_\_\_\_\_ Hours \_\_\_\_\_ Date Entered \_\_\_\_\_ Checklist Y / NA

Scheduled drop-off date: \_\_\_\_\_ Scheduled pick-up date: \_\_\_\_\_

Scheduled Review date: \_\_\_\_\_ Actual Pick-up date: \_\_\_\_\_