



City of Phoenix

PLANNING & DEVELOPMENT DEPARTMENT

Self-Certification Training

Civil

Pre-Submittal Requirements



PLANNING & DEVELOPMENT

**PRESERVE
SHAPE
BUILD**

Civil

PRIOR to Log-In OR Upload of Self-Certified Building Plans

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Civil Engineering Approvals

Construction plans approved, and bonds posted:

- Grading and Drainage (permit must be obtained)
- Storm Water Management (permit must be obtained)
- Offsite Water and/or Sewer
- Concrete
- Paving
- Plot Plans (G&D review for residential custom homes)



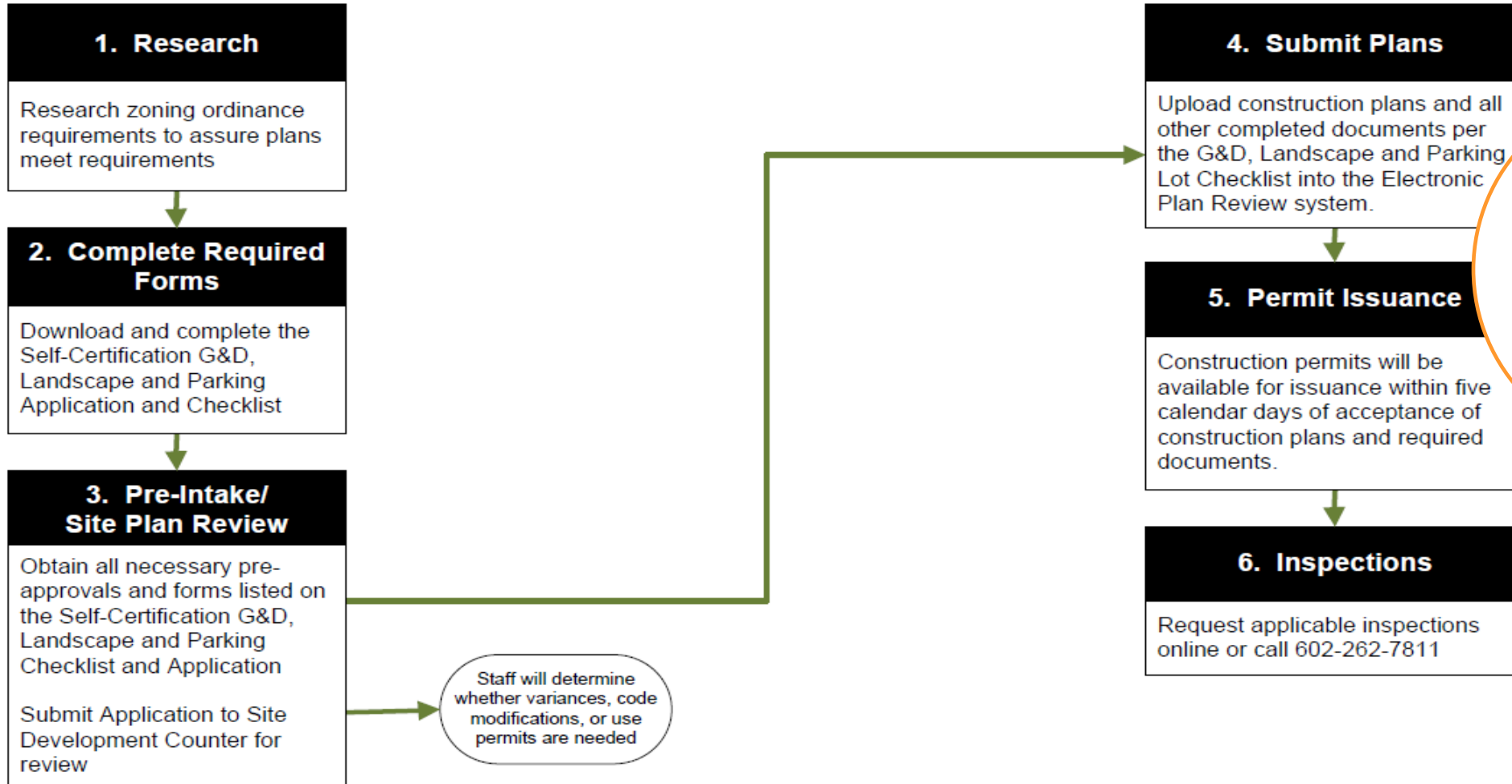
Civil Plans

1. The importance of this slide is to focus on off-site improvements.
2. Driveway permits because they can be purchased over the counter.
 - a. Purchase a permit and add it's number to the plans or note it is under separate permit.
3. Concrete work in rights-of-way is permitted on the grading and drainage plan for sidewalk, driveways, curb and gutter repair, and ADA ramp upgrades.
 - a. New driveways need to be shown on the approved site plan.
 - b. The City has a pavement cut policy which affects concrete work in rights-of-way. Show repair limits on the plans.
4. If a project has a large number or complex off-site improvements, it may be better to submit on-site and off-site plans concurrently through a traditional review process.
 - a. For example: long lead items such as a USA Fee Title land swap or abandonment.



Self-Certification Program Flow Chart – Grading & Drainage Process

All procedures and forms are available at <http://phoenix.gov/pdd/scp.html>
The online request page for inspections is available at <http://phoenix.gov/pdd/online services>
The Electronic Plan Review (EPR) system can be accessed at <http://phoenix.gov/epr>



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QUESTIONS OR COMMENTS...

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