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**PLAN SUBMITTAL:**

Payments and Submittals will set a CCPH (or use an existing CCPH if there have been other submittals for the same project) soil nail review in KIVA under the project number.

The fee code for the plan review will be entered as "peorpr\*".

The review fee will be \$405 for each set of plans for the review and \$405 for the review of the calculations. Enter "2" under "Quantity" in the Fee Calculation screen. **Note: Soil nails are only permitted to be used within Downtown Phoenix on parcels zoned DTC and may be permitted in other areas subject to Street Department approval prior to planning/designing a project.**

**PLAN ROUTING:**

Payments and Submittals will route the documents to the Civil Engineer III.

The review turnaround time for the first review will be 30 days, 15 days for any subsequent reviews.

Plans will be routed under the normal civil routing procedures.

The Civil Engineer III will check GIS for affected utilities (water/sewer/storm conflicts) and route the necessary copies of the soil nail plan and approval form to the following departments when applicable:

- Planning & Development – Team Leader/Structural Engineer
- Street Transportation - Storm drain and other utilities conflict check – Principal Engineering Tech
- Water Services Dept. – Principal Engineering Tech

**PLAN REVIEW:**

The Civil Engineer III will collect all approval forms (e-mail) from each City department if a conflict exists. The approval forms will be kept in the engineering project folder.

Street Transportation will issue a Revocable Permit to the "real property owner".

The Civil Engineer III will approve the plan once all redline comments have been addressed.

**PERMITTING:**

The Civil Engineer III will set up a Shoring permit (SHOR) after the revocable permit has been issued by Street Transportation and the plans have been approved.

Enter "20,000" under Quantity in the Fee Calculation screen. The permit fee will be \$940.

In the Discipline screen verify that PEI and STRUCTURAL are required for inspection.

Enter "SOIL NAIL SHORING SYSTEM" for the Permit Name in the Application screen. Note in scope of work that Special inspection is required for installation in accordance with 1705.1.1. Permit shall specify whether the use is for temporary shoring or permanent building/street support. Remove soil nails to a depth of 20' per Section III.C.10. of the City of Phoenix Traffic Barricade Manual.

The Shoring permit will be picked up at Counter 8, 2<sup>nd</sup> Floor, Phoenix City Hall, 200 W. Washington Street.

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This publication can be made available in alternate formats (Braille, large print or digital media) upon request. Contact Planning & Development at (602) 262-7811 voice or (602) 534-5500 TTY.