



## PROJECT PRE-CONSTRUCTION INFORMATION SHEET

PRE-CONS ARE HELD ON THURSDAYS, UNLESS OTHERWISE APPROVED. THESE MEETINGS REQUIRE A MINIMUM OF ONE WEEKS NOTICE FROM THE ENGINEER OF RECORD. ALL ITEMS MUST BE RECEIVED TO SCHEDULE  
ONLY PRE-CON REQUIRES ENGINEERING DEPARTMENT APPROVAL

PROJECT NAME: \_\_\_\_\_ PROJECT #: \_\_\_\_\_

ENG. FIRM: \_\_\_\_\_ ENG. OF REC.: \_\_\_\_\_

ENG PHONE: \_\_\_\_\_ ENG EMAIL: \_\_\_\_\_

### GRADING PRE-CON INFORMATION:

NEED REC'D

<input type="checkbox"/>	<input type="checkbox"/>	PDF OF GRADING AND EROSION CONTROL PLANS
<input type="checkbox"/>	<input type="checkbox"/>	DRAINAGE REPORT
<input type="checkbox"/>	<input type="checkbox"/>	SWPPP
<input type="checkbox"/>	<input type="checkbox"/>	GRADING PERMIT READY
<input type="checkbox"/>	<input type="checkbox"/>	ENGINEER ESTIMATE PROVIDED
<input type="checkbox"/>	<input type="checkbox"/>	PERFORMANCE GUARANTEE PROVIDED
<input type="checkbox"/>	<input type="checkbox"/>	AHTD APPROVAL RECEIVED AND REVIEWED

NEED REC'D

<input type="checkbox"/>	<input type="checkbox"/>	NO RISE CERTIFICATE
<input type="checkbox"/>	<input type="checkbox"/>	USCOE APPROVAL
<input type="checkbox"/>	<input type="checkbox"/>	FLOODPLAIN DEVELOPMENT PERMIT
<input type="checkbox"/>	<input type="checkbox"/>	

### FULL PRE-CON INFORMATION:

NEED REC'D

<input type="checkbox"/>	<input type="checkbox"/>	WATER AND SEWER ADH APPROVAL
<input type="checkbox"/>	<input type="checkbox"/>	FIRELINE ADH APPROVAL
<input type="checkbox"/>	<input type="checkbox"/>	NOTICE OF COVERAGE
<input type="checkbox"/>	<input type="checkbox"/>	SWPPP
<input type="checkbox"/>	<input type="checkbox"/>	DRAINAGE REPORT
<input type="checkbox"/>	<input type="checkbox"/>	PDF OF FINAL CONSTRUCTION PLANS
<input type="checkbox"/>	<input type="checkbox"/>	ELECTRIC PLANS INCORPORATED INTO PLAN SET
<input type="checkbox"/>	<input type="checkbox"/>	STREET LIGHT FEES PAID
<input type="checkbox"/>	<input type="checkbox"/>	OFFSITE EASEMENTS FILED

NEED REC'D

<input type="checkbox"/>	<input type="checkbox"/>	ENGINEER ESTIMATE PROVIDED
<input type="checkbox"/>	<input type="checkbox"/>	PERFORMANCE GUARANTEE PROVIDED
<input type="checkbox"/>	<input type="checkbox"/>	AHTD APPROVAL RECEIVED AND REVIEWED
<input type="checkbox"/>	<input type="checkbox"/>	NO RISE CERTIFICATE
<input type="checkbox"/>	<input type="checkbox"/>	USCOE APPROVAL
<input type="checkbox"/>	<input type="checkbox"/>	SUBMITTAL OF ARCH/BLDG PLANS
<input type="checkbox"/>	<input type="checkbox"/>	FLOODPLAIN DEVELOPMENT PERMIT
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	
<input type="checkbox"/>	<input type="checkbox"/>	

### ADMINISTRATIVE NOTES:

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*\*Documents required may change as needed during Plan Review Process.*

Engineer of Record: \_\_\_\_\_ Date: \_\_\_\_\_