



City of Victorville

Department of Development

Planning ♦ Building ♦ Code Enforcement

14343 Civic Drive
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(760) 955-5135
Fax (760) 269-0070
planning@ci.victorville.ca.us

Application for Development Plan Check – Civil Engineering Plans

(ENG CASES - DEVELOPMENT PROJECTS INDEPENDENT OF SUBDIVISION MAP APPLICATIONS)

PROJECT INFORMATION

Pre-Submittal Case No. (PRJ): _____ Planning Commission Case No. (PLN) _____
 APN(s): _____ Street Address: _____
 Business Name/Project Description: _____
 Legal Description of Property or include current grant deed: _____

CONTACT INFORMATION

Applicant/Developer (Business Name): _____ Contact Name: _____
 Address: _____
 Phone No.: _____ Email: _____ Fax No.: _____

Engineer (Business Name): _____ Contact Name: _____
 Address: _____
 Phone No.: _____ Email: _____ Fax No.: _____

Owner (as shown on Grant Deed): _____ Contact Name: _____
 Address: _____
 Phone No.: _____ Email: _____ Fax No.: _____

WHEN REVIEW IS COMPLETE CONTACT/RETURN PRINT TO:

Applicant/Developer Engineer Owner

PLANS/ REPORTS SUBMITTED

3 copies each unless otherwise specified, an additional copy of civil plans are required within each architectural plan set!

- | | | |
|--|---|---|
| <input type="checkbox"/> Grading/Site Plan | <input type="checkbox"/> Street Design Plan | <input type="checkbox"/> Soils/Geotechnical Report (1 copy) |
| <input type="checkbox"/> Sewer Design Plan | <input type="checkbox"/> Erosion Control Plan | <input type="checkbox"/> Drainage Study (1 copy) |
| <input type="checkbox"/> Water Design Plan | <input type="checkbox"/> Street Lighting Location Plan | <input type="checkbox"/> NPDES Permit & SWPPP (1 copy) |
| <input type="checkbox"/> Storm Drain Plan | <input type="checkbox"/> Traffic Signal Plan | <input type="checkbox"/> Traffic Study (1 copy) |
| <input type="checkbox"/> Striping/Signage Plan | <input type="checkbox"/> Project Construction Cost Estimate | <input type="checkbox"/> Easement Dedications (1 copy) |

NOTE:

THE ROUTING AND REVIEW OF SUBMITTAL WILL NOT BEGIN UNTIL STAFF CONFIRMS THAT SUBMITTAL PACKAGE IS COMPLETE.

INCOMPLETE SUBMITTALS WILL NOT BE ROUTED FOR PROCESSING. SEE PLAN SUBMISSION CHECKLIST AND PROJECT CONDITIONS OF APPROVAL.

FOR OFFICE CITYUSE ONLY
(PLACE TRACKING/CASE LABEL HERE)

IMPROVEMENT PLAN CHECKING FEE CALCULATION

Notes:

- Payment of checking fee for plans is required with the initial submittal.
- An engineer’s construction cost estimate for improvements must be included with the initial submittal.
- * Cost estimate is subject to review and approval by City. Revisions will adjust final fee required. See information handout on cost estimate requirements and format.
- Building Fees and Fire Inspection Fees are not included below and are calculated per current Building Division and Fire Department Schedules.
- Engineering Department encroachment permit fee and inspection fees (required prior to construction within public right-of-way) are not included below.
- Additional fees for 4th and subsequent re-checks are charged at actual staff time.

CIVIL IMPROVEMENT PLAN CHECKING FEES

Plan Type	Cost Estimate*	Construction Cost Amounts	Fee Multiplier	Estimated Fee*
On-site & Offsite Precise Grading, Street, Sewer, Storm Drain, Water		First \$0 to \$50,000	x 5.0% =	
		Remaining \$50,000 to \$250,000	x 4.0% =	
		Remaining Amount over \$250,000	x 3.0% =	
Total accumulated fee =				

Plan Type	Estimated Quantity (CY)	Fee Multiplier	Estimated Fee*
Mass(Rough) Grading		x \$0.01 per cubic yard =	

Plan Type	Cost Estimate*	Fee Calculation Schedule		Estimated Fee*
Traffic Signal		City Jurisdiction	2% of cost estimate	
		Multi-Jurisdiction	1% of cost estimate	

<u>TOTAL FEES SUBMITTED</u>	=	
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APPLICANT AFFIDAVIT

I, _____ say that I am the applicant in this application and that the foregoing statements and answers herein contained and the information herein submitted, are in all respects true and correct to the best of my knowledge and belief. Further, I fully understand that the City of Victorville may revoke an adopted project provided: (1) the approval was obtained by fraud; (2) the project is being or has been exercised contrary to the terms or conditions of such approval, or in violation of any statute, ordinance, law, or regulation; or (3) the adoption of the project was so exercised as to be detrimental to the public safety, or so as to constitute a public nuisance.

Signature of Applicant: _____

NOTE REGARDING PLAN APPROVAL AND PERMIT ISSUANCE:

A bond, deposit, letter of credit or other security accepted by the city, in the amount of 1-1/2 times the estimated construction costs of public improvements (within public right-of-way) is required prior to permit issuance

A permit issued by the engineering department is required prior to any work within public right-of-way or commencement of any public improvements. A copy of the public improvements construction cost estimate, evidence of the required improvement security, and payment of public works inspection fees are required with the encroachment permit application.

A water will serve letter issued from Victorville Water District is required for any new water connections and approval of any civil plans showing new water connections.

Information regarding typical requirements to be met prior to construction of your project is available at the Building Division counter. You may wish to contact the Engineering Department and Water District prior to your building permit issuance for additional information on public improvements construction requirements and permit process.