



**Chandler • Arizona**  
*Where Values Make The Difference*

# Civil Engineering Preliminary Plat Review Checklist

DATE:

Plan check No:

PROJECT NAME:

LOCATION:

CIVIL PLAN REVIEWER:

PHONE NO:

E-MAIL:

Submittal No.

*Standard comments are in black ink, see reviewer comment for additional clarification on requirement*

*\*(red) denotes additional reviewer comment 1<sup>st</sup> submittal*

*\*\* (green) denotes additional reviewer comment 2<sup>nd</sup> submittal*

*\*\*\* (purple) denotes additional reviewer comment 3<sup>d</sup> submittal*

The requirements referred to on the checklist can be found in the [Chapter 35](#) (Land Use and Zoning) and [Chapter 48](#) (Subdivision) of the Chandler City Code, and in the City's Zoning Code and [Technical Design Manuals](#).

1. The maximum allowable drawing size is 24" x 36". Please resubmit the plat on the correct size sheets.
2. The maximum allowable scale is 1"=100'. The scale must also be noted on each sheet.
3. Show the subdivision's name on the preliminary plat.
4. A vicinity or site location map is needed.
5. The subdivision's location as defined by its section, township, range, and county must be given. If the subdivision overlays a previously recorded plat, it must be indicated on the plat with record references.
6. Provide the City's log number in the lower right hand margin of all plat sheets.

**C.O.C. Log No.** \_\_\_\_\_

7. Show north arrows on each sheet.
8. Show the developer's name, address, email, and phone number on the cover sheet.
9. Show the design professional's name, address, email, and phone number on the cover sheet.

10. Each sheet of the preliminary plat must be sealed and signed by the design professional preparing the plat.
11. Elevations noted on the plans shall be based upon NAVD 1988 datum.
  - A. The nearest City CMCN benchmark shall be utilized with the proper conversion value to NAVD 88.
  - B. The City's benchmark ID number (CNCN #) and verbatim description must match the latest edition of the [City of Chandler Vertical Control Base List](#) and must be shown on the cover sheet with the equation.
12. The subdivision is within an [Airport Impact Overlay District](#). Please add the following note:  
**This subdivision is within (Name of Airport) Airport Impact Overlay District. An aviation or avigation easement shall be provided at the time of final platting.**
13. Underground the overhead utility lines on or adjacent to this site. Please add the following note to the cover sheet:  
**The improvements shown on this plat will not be fully approved by the City and the Certificate of Occupancy or Acceptance will not be issued until the overhead utility line undergrounding requirement has been satisfied.**
14. Underground the existing irrigation facilities on or adjacent to this site is required. Please add the following note to the cover sheet:  
**The improvements shown on the set of plans will not be fully approved by the City and the Certificate of Occupancy will not be issued until the irrigation facility undergrounding requirement has been satisfied.**
15. Add the following note to the preliminary plat:  
**The final plat for this subdivision will not be approved or recorded until a Reclaimed Water Use Agreement is executed by the developer and approved by the City.**
16. Show a typical lot within minimum dimensions and easements on the cover sheet. Rear and side lot easements are not allowed unless required by a utility.
17. Show the total number of lots on the cover sheet.
18. Required retention volume must be listed.
19. Two separate survey ties to two section corners, or quarter section corners, are needed. The type of monumentation must be defined.
20. Show on the preliminary plat visibility easements based on a 30' x 30' sight visibility triangle. They must comply with Figure 5 in [Technical Design Manual 4 – Street Design and Access Control](#). Include a sight visibility easement detail similar to Figure 5 on the plat. In the detail, the area actually encompassing the visibility easement must be labeled as such and not as a visibility triangle; the easement is not triangular. The

visibility easement, to which the detail applies, on the map sheets of the plat must include reference to the detail. Visibility easements with or located by bearings, distance and curve data, as applicable, must be shown on the plat and must comply with Standard Details [C-246, C-247 and C-248](#).

- A. Intersections (30' x 30' sight visibility).
- B. Corner lot
- C. Key lot.
- D. Show the following note on plat in lieu of any other note shown in the items referenced above.

**Visibility easements restrictions: Any object, wall, structure, mound or landscaping (mature) over 24" in height is not allowed within the easement except trees trimmed to not less than 6' above ground. Trees shall be spaced not less than 8' apart.**

- 21. All retention areas must be noted on the preliminary plat
- 22. Show the existing topography by contours. Spot elevations are required when the subdivision's topography cannot be clearly defined by contours.
- 23. Show all existing buildings and significant structures. Note any modifications.
- 24. Show all wells, streams, canals, irrigation laterals and ditches, lakes, and other water features on the preliminary plat. Note any modifications. Tile or landscape open ditches and canals as specified in the City's design manuals.
- 25. Show all existing water wells and their [Arizona Department of Water Resources](#) registration number on the plans. If not registered, so note on the plans. Register wells prior to disposition and provide documentation to the City. Contact Sandy Story at 480-782-3588 to coordinate well registration and disposition.
- 26. Identify all portions of the development that are within the [FEMA](#) 100-year flood zones. If any such areas exist, submit preliminary plat to the Flood Control District of Maricopa County. FDMC approval is required.
- 27. Show existing and proposed right-of-way widths on the preliminary plat. In locations where the full right-of-way has not been previously dedicated by a Final Plat, the plat boundary should extend to the monument line to allow for full r/w dedication. This is to address the case where there may be ownership interest within the area shown as the existing right-of-way. Also, show utility and railroad rights-of-way.
- 28. Show all existing easements and note any abandonments on the preliminary plat. Provide an ALTA survey map if available.
- 29. Show the sizes and types of existing utility lines within and adjacent to the subdivision on the preliminary plat. Dimensional ties to the street centerlines are required for all utility lines.
- 30. Show City limit lines when they are adjacent to or near the subdivision.
- 31. Show the names of all subdivisions adjacent to the subject property along with the recording information.

32. Show the subject subdivision's net and gross areas on the cover sheet. A [Certificate of Area](#) is required.
33. The existing zoning classification of the subject and adjacent tracts must be shown by note.
34. Perimeter traverse data is required for the entire subdivision boundary. For tangents, this consists of bearings and distances. For curves, this consists of radii, delta angles, and curve lengths. On non-tangent curves, show radial bearings.
35. Boundary closure calculations are required with error of closure.
36. Curvilinear back lot lines are discouraged. Every effort must be made to avoid them.
37. Show the street layout. This includes public streets, private streets, and easements.
38. Local and collector right-of-way widths, street cross-sections, and alley cross-sections must comply with City standards.
39. Arterial street right-of-way widths and cross-sections must comply with city of Chandler standards.
40. The street construction centerline and the monument line are not the same. Verify that the proposed dedication is in accordance with the approved transportation plan and is adequate to accommodate all necessary utilities.
41. Street geometrics must comply with the standards presented within the City's [Technical Design Manual 4 – Street Design and Access Control](#).
42. Show curve radii on the plat for all right-of-way at the bubbles and cul-de-sacs, and on street monumentation line.
43. Proper turn-around facilities are required on dead-end streets and alleys.
44. Triangular corner cutoffs are required at all street intersection corners.
45. Triangular corner cutoffs are required at all alley intersection corners.
46. Street connectivity/continuity is acceptable.
47. Clearly delineate and label the model home site on the preliminary plat and include all adjacent street, water, sewer, and drainage improvements to be constructed concurrently with the model site.
48. Show all proposed phasing. The project will be permitted and constructed based upon the phasing as established on the preliminary plat. The following requirements apply to the proposed phasing:
  - A. Maintain dual access routes to all sections of the development at all times
  - B. The sewer system must stubbed to accommodate future phases
  - C. The water system must be completely looped with each phase
  - D. A temporary turnaround is required. It must comply with [FD141](#)

49. Half-street cross-sections must comply with City standards - 24 feet to face of curb minimum.
50. Provide lot numbers and tract/parcel labels.
51. Show front, rear, and side-yard setbacks. If setbacks are used as a diversity factor, you must show:
  - A. Wider side yards (maximum and minimum)
  - B. Staggered rear yard (maximum and minimum)
  - C. Staggered front yard (maximum and minimum)
52. Note tracts or parcels that will be dedicated to the City. Note their use along with the appropriate areas.
53. Provide a detailed infrastructure analysis (basis of design report) for water and sanitary sewer.
54. The sanitary sewer system must comply with the standards presented within the City's [Technical Design Manual 1&2 – Water & Wastewater System Design](#), and with the 2015 edition of the [International Plumbing Code](#).
  - A. Show all existing and proposed sewer lines.
  - B. Show flow arrows on all sewer lines.
  - C. Show the sizes of all sewer lines.
  - D. Show proposed service lines and sizes.
55. The potable water system must comply with the standards presented within the City's [Technical Design Manual 1&2 – Water & Wastewater System Design](#), and with the 2003 edition of the International Plumbing Code.
  - A. Show all existing and proposed water lines including valves and hydrants.
  - B. Show the sizes of all water lines.
  - C. Show proposed meters and service lines; call out sizes.
56. The storm drainage system must comply with the standards presented within the City's [Technical Design Manual 3 – Drainage Policies and Standards](#).
  - A. Show flow arrows for all flows in street.
  - B. Show flow arrows on all storm drains.
57. Reclaimed water lines are required in the arterial street right-of-way adjacent to the project, and shall be located per City of Chandler Standard Detail No. [C-200](#) unless otherwise determined by the City Engineer.
  - A. Show all existing and proposed reclaimed water lines including valves and hydrants.
  - B. Show the latitude and longitude of the site.
58. Submit a separate preliminary hydrology report. Enough detail is required to demonstrate layout feasibility. Include preliminary calculations, layout of proposed system, and location of all retention areas as required by the City Engineer.

59. This project is adjacent to a CIP project or developer project. Coordinate the plans with the City Improvement District / Project Engineer.
60. Submit a current title report, status of title, or condition of title report; 6 months old maximum. The legal description for the title report shall match boundary survey information submitted.
61. Show approved street names.
62. Submit an 8 ½" x 11" reduction for submittal to City Council. The submittal should directly reflect the plans submitted for review, except showing only the subdivision boundary, boundary lines of all lots, rights-of-way and easements. Do not include the retention basins, parking lot, buildings, utilities or any other proposed improvements.
63. Since right of way is being dedicated to the City of Chandler, provide a *Phase I, Environmental Site Assessment* in compliance with the [City of Chandler criteria](#) in ASTM E 1527 (current form) *Standard Practice for Environmental Site Assessments: Phase I Environmental Site Assessment Process* for review. The Phase I ESA must include a records search for both VEMURs and DEURs.