



BRYAN D. WEIMER, PWLF
Director

ENGINEERING SERVICES TRANSMITTAL FORM

Lima Plaza
6924 South Lima Street
Centennial, Colorado 80112-3853
720-874-6500
arapahoegov.com

Date Submitted _____ AC Project No. _____
AC Project Name _____
Project Address/Location _____

CONTACT INFORMATION



Owner/Developer _____ Applicant _____
Contact Name _____ Contact Name _____
Address _____ Address _____
City _____ State _____ Zip _____ City _____ State _____ Zip _____
Phone _____ Phone _____
Email _____ Email _____

ITEMS SUBMITTED

- Agreements
 - Collateralized
 - Restriction
- Changes to Approved Construction Plans
- Construction Plans
- Drainage Conformance Letter
- Drainage Report Phases 1, 2, 3
- Engineers Cost Estimate
- Floodplain Documents
- GESC _____ Disturbed Acres
 - Standard
- Low Impact
- Small Site
- Landscape & Irrigation Plans
- Operation & Maintenance Manual
- Pavement Design
- Soils Report
- Traffic Impact Study
- Utility Plans
- Waiver Requests
- Other _____

This Application is (check one) 1st Submittal 2nd Submittal 3rd Submittal Additional Submittal Final Submittal

Submitted By _____ Date _____

ENGINEERING STAFF USE ONLY

Engineering Project Manager _____ Estimated Completion Date _____

Submittal Reviewed by Engineering Services Engineer _____ Date _____

- Approved
- Conditionally Approved
- Comments Issued
- Denied
- SIA Collateral \$ _____
- GESC Collateral \$ _____
- Verified by _____
- Verified by _____

Fee Amount \$ _____ Fees Paid Yes No Date Paid _____ Verified by _____

Comments _____

Early Grading Permit Yes No SEMSWA Yes No MHFD/MEP Yes No SNO CO PO Yes No

Action Approved by Engineering Program Manager _____ Date _____

Action Approved by Engineering Services Division Manager _____ Date _____

INSTRUCTIONS FOR COMPLETING THE ENGINEERING SERVICES TRANSMITTAL FORM

1. Project name shall be supplied by Applicant unless one needs to be created (EE cases). If this is a resubmittal of documents previously submitted to the Engineering Services Division, use the same project name and project number associated with the original submittal. For example use the project name on the plat application, if it has been previously been assigned a project number, (e.g. Pxx-xxx, ENGxx-xxx, EExx-xxx).

This will expedite the Application process.

2. Project location can be specified by parcel ID number, AIN #; proximity to an adjacent street intersection; and/or by legal address of the project.
3. The name, address, e-mail, and telephone number of the Owner/Developer shall be provided. If Applicant is a company, provide the company name, and the name of the individual responsible for contact with the County.
4. The name, address, e-mail, and telephone number of the Applicant/Engineer who prepared the documents submitted shall be provided, and the name of the individual who is responsible for contact with the County.
5. The Applicant shall specify the type of documents to be reviewed by checking the appropriate box on the Application.
6. The Applicant shall identify the application as a 1st submittal, 2nd submittal or 3rd submittal, additional submittal or final submittal for the action being requested.
7. The person submitting the documents shall sign and date the Application (this means the responsible person representing the Owner/Developer or Applicant/Engineer (not the messenger or delivery person)).

**Arapahoe County Public Works & Development, Engineering Services Division
reserves the right to reject incomplete applications.**