



# Community Development Department

## Engineering Application

(Please Print)

Application Number:

<b>Project Information</b>	<b>Project Name:</b>		<b>Parcel Number:</b>		
	<b>Address:</b>				
	<b>Site Area (acres):</b>		<b>#of lots:</b>	<b>Submittal Fee:</b>	
	<b>Type of Submittal:</b>	<input type="checkbox"/> Original	<input type="checkbox"/> Resubmittal	<input type="checkbox"/> Revision	
	<input type="checkbox"/> Street, Storm, Water				
	<input type="checkbox"/> Sanitary Sewer				
	<input type="checkbox"/> Water Line				
	<input type="checkbox"/> Storm Sewer				
	<input type="checkbox"/> Erosion and Sediment Control				
	<input type="checkbox"/> Mass Grading/Excavation				
<input type="checkbox"/> Other					
<b>Contacts</b>	<b>Applicant's Name:</b>				
	Address:				
	City, State, Zip:				
	Phone Number :		Fax:		
	Email:				
	<b>Owner/Developer/Contractor:</b>				
	Address:				
	City, State, Zip:				
	Phone Number:		Fax:		
	Email:				
	<b>Engineer:</b>				
	Address:				
	City, State, Zip:				
Phone Number:		Fax:			
Email:					
<b>Signature</b>	<p>Site visits to the property by the City of New Albany representatives are essential to process this application. The Applicant, as signed below, hereby authorizes New Albany representatives to visit and photograph the property described in this application. I certify that the information here within and attached to this application is true, correct and complete.</p>				
	Applicant Signature:		Date:		

**Submittal Requirements:**

1. Completed Engineering Application
2. Submittal fees – see below for applicable fees
3. 4 full sets and 4 half sets of plans (minimum of 11 in. x 17 in. accepted)
4. 2 copies of the storm water management reports
5. 1 CD containing pdf's of the plan set
6. 2 copies of any additional supplemental documents

**Subdivisions**

For subdivision construction plans

•1-25 lots.....	\$240.00 per lot
•26-50 lots.....	\$6,000.00
•Plus per lot over 26.....	\$216.00
•51-75 lots.....	\$11,400.00
•Plus per lot over 50.....	\$174.00
•76-100 lots.....	\$18,500.00
•Plus per lot over 75.....	\$110.00
•over 100 lots.....	\$18,500.00
•Plus per lot over 100.....	\$75.00
•Minimum Fee.....	\$1,000.00

An additional fee shall be required for the construction plan review if a stream having a drainage area of 50 acres or more traverses the subdivision, or a two acre or more retention pond is required and/or exists in the proposed subdivision.

plus \$2,000.00

An additional fee shall be required for the construction plan review if a bike path is proposed in excess of 500' or if a street crossing is required or if the bike path is connected to an adjacent subdivision.

plus \$1,000.00

If a street is proposed within the subdivision for which there are no lots on either side of the street, a fee shall be required in addition to the per lot fee above.

plus \$6.50 / LF where no lots

The non-refundable fee shall include one (1) review meeting and one (1) review comment letter if necessary.

The fee for each resubmission shall be based upon the number of lots. This resubmission fee will include the subsequent plan review, a review letter and a required meeting, as follows:

•1-25 lots.....	\$500.00
•26-50 lots.....	\$1,000.00
•51-75 lots.....	\$2,000.00

•76-100 lots.....	\$2,500.00
•over 100 lots.....	\$3,000.00

Note: For all condominium developments, an individual condominium unit will be considered the same as a subdivision lot, even though multiple condominium units may be represented by only one final plat lot, as the review process requires that water and sanitary sewer service and side yard and rear lot grading be examined for each individual condominium unit.

**Single Site Commercial, Recreational, or Instructional Development**

Fees shall be calculated on acreage as recorded on the current deed or plat.

The non-refundable fee includes up to one (1) review meeting and one (1) review comment letter.

1 acre or less.....	\$1,000.00
Greater than 1.00 acre and less than or equal to 2.00 acres.....	\$2,000.00
Greater than 2.00 acres and less than or equal to 5.00 acres.....	\$3,000.00
Greater than 5.00 acres and less than or equal to 10.00 acres.....	\$4,000.00
Greater than 10.00 acres and less than or equal to 15.00 acres.....	\$6,000.00
Greater than 15.00 acres and less than or equal to 50.00 acres .....	\$7,000.00
Greater than 50.00 acres and less than or equal to 100.00 acres.....	\$8,000.00

The fee for a project in excess of 100 acres shall be determined by the Administrator in consultation with the City Engineer.

An additional fee shall be required for the construction plan review if a stream having a drainage area of 50 acres or more traverses the site, or a two acre or more retention pond is required and/or exists on this site..... plus \$2,000.00

**Re-submission**

This re-submission fee includes the subsequent plan review, a review letter and a required meeting..... \$500.00

**Storm, sanitary sewer, or waterline extension outside of a single-site non-residential development:**

<p>This shall include storm sewers required in existing or proposed public right-of-way or relocated sanitary sewer in existing easements. If exact sewer lengths are unknown at preliminary stage, the developer's engineer shall submit an estimated length for the purpose of a deposit and any additional fee to cover final quantities will be billed by the Finance Director prior to signing of plans. This fee shall include one (1) subdivision and one (1) follow-up review letter.....</p>	<p>\$750.00 for lengths less than 750 ft.; \$1.00 / L.F. lengths greater than 750 ft; \$0.50 / L.F. for each subsequent review.</p>
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**Street Only**

For proposed streets where there are no lots on either side of the street, the fee is determined by the lineal feet, including storm sewers, sanitary sewers and water lines. \$6.50/L.F.  
 • Minimum Fee \$500.00

**Public or private sanitary sewer, or drainage channel, or storm sewer, or public water Line extensions outside a subdivision.**

To include two (2) plan reviews..... \$1.00 / L.F. for each  
 Each subsequent plan review..... \$0.50 / L.F. for each  
 If the exact lengths are unknown at preliminary stage an estimated length will be accepted with the application. When final quantities are determined, any necessary additional fees will be invoiced prior to signing of plans.  
 •Minimum Fee..... \$500.00

**Engineering Miscellaneous:**

Open channel relocation..... \$8.00/L.F.  
 •Minimum Fee..... \$700.00  
 Traffic impact-access or turn lane study or other traffic relate studies..... \$1,000.00  
 Channel relocation in subdivisions..... \$1,000.00  
 •Hydraulic study required to ensure 100 year flood elevation is not increased.  
 Right of Way Dedication Plat..... \$500.00  
 Annexation Plat..... \$600.00  
 Hydraulics and Adequacy of Drainage Structure Over Waterways and Weirs  
 •Less than 20' span..... \$1,000.00  
 •20' - 40' span..... \$2,000.00  
 •over 40' span..... \$2,500.00  
 Flood plain encroachment where hydraulic study is required to ensure 100 year flood elevation is not increased..... \$1,000.00  
 Review of Off Site Detention/Retention Facility..... \$1,000.00  
 Development Plan/Concept Plan (see C.O.1187)..... \$250.00

