



# CITY OF HOLLISTER

Send All Mail To:

375 Fifth Street • Hollister, CA 95023-3876

**COMMUNITY SERVICES DEPARTMENT • ENGINEERING DIVISION**

Office Location: 339 Fifth Street • (831) 636-4340 Fax: (831) 634-4913

## CONSTRUCTION DOCUMENT SUBMITTAL

Please refer to the Municipal Code and Section 2.03 of our Engineering Standards for additional reference. These are located on our City website under the Engineering Department, which you may access using the following link: [COH Design Standards, Specifications, and Plans](#)

1. Submittal Form
2. Plans
3. Engineering Estimate
4. Final Map, Closure Calculations, Title Report and all back up documents
5. Hydrology & Hydraulics Report
6. Post-Construction Stormwater Report with complete narrative, calculations, and explanation of design/calculation method
7. Stormwater Management PCR application (City forms)
8. Geotechnical Report
9. Notice of Intent to the State's Resources Control Board
10. Water Calculations
11. Sewer Calculations
12. Pavement Calculations
13. Site Clearance Report
  1. Hazardous substance of buildings to be demolished
  2. Well closure report
  3. Septic Tank removal report
  4. Irrigation line removal report
14. Fire Circulation/Access Plan (for Fire approval)
15. Fire Hydrant Location Plan (for Fire approval)
13. Fire flow calculations from the fire hydrant flow tests
14. Any specialty reports or supplemental information required due project specific conditions
15. Conditions of approval – annotated to explain how they are being met
16. HOA documents (if needed)
17. Deed Restrictions for Stormwater Management
18. Subdivision Improvement Agreement
19. 50% payment of the Engineering & Inspection fee, which is calculated using a percentage of the engineer's estimate.

Once ready, please submit the items listed above to our office located at 339 Fifth St. Additionally, we will need an electronic copy of all the items submitted. You can either provide a Flash Drive with your submittal documents or send an email to [engineering@hollister.ca.gov](mailto:engineering@hollister.ca.gov) with a link where we can download the submittal documents.