

Water & Wastewater Construction Record – Page 1

Project: _____

Developer	<u>Water</u>	<u>Sewer</u>
Submit plans for review	_____	_____

Public Utilities		
Review plans	_____	_____
Forward comment letter to project contact	_____	_____

Developer		
Submit revised plans	_____	_____
Submit off-site easement deeds/plats	_____	_____
Record off-site deeds/plats of easement	_____	_____
Pay plan review fee	_____	_____
Virginia State Department of Health approval (If necessary)	_____	_____
Department of Environmental Quality Approval (If necessary)	_____	_____

Public Utilities		
*APPROVE PLANS	_____	_____

Developer		
Post performance surety	_____	_____
Pay inspection fee	_____	_____
Submit executed agreement	_____	_____
Record agreement after County executes	_____	_____
Submit VDOT Land Use Permit	_____	_____
Submit construction permit request	_____	_____
Schedule pre-construction conference	_____	_____

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	Water	Sewer
Public Utilities		
Conduct pre-construction conference	_____	_____
*ISSUE CONSTRUCTION PERMIT	_____	_____
Developer		
Provide documentation that all work covered by VDOT Land Use Permit is complete	_____	_____
Submit on-site easement deeds/plats	_____	_____
Record on-site deeds/plats of easement	_____	_____
Bring roads and ditches to final grade	_____	_____
Request tentative acceptance in writing	_____	_____
Submit capital cost data	_____	_____
Public Utilities		
Inspect for tentative acceptance	_____	_____
Developer		
Provide as-builts and shop drawings	_____	_____
Correct operational deficiencies	_____	_____
Disinfect completed system, flush & submit bacteriological samples when authorized by Inspector	_____	_____
Remove jumper when authorized by Inspector	_____	_____
Public Utilities		
Send as-built drawings to DPU Utility location contractor	_____	_____
*GRANT TENTATIVE ACCEPTANCE	_____	_____
Public Utilities/Planning Department		
Reduce performance bond	_____	_____

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	<u>Water</u>	<u>Sewer</u>
Developer		
Pave roads & adjust valves & manholes	_____	_____
Correct remaining deficiencies	_____	_____
Submit construction completion certificate to VDH (if necessary)	_____	_____
Submit letter stating system is paid for in full	_____	_____
Request final acceptance in writing	_____	_____
Public Utilities		
TV Sewer Lines	_____	_____
Inspect system for deficiencies	_____	_____
Developer		
Correct any deficiencies in system	_____	_____
Post 10% Defect Bond	_____	_____
Public Utilities		
*GRANT FINAL ACCEPTANCE	_____	_____
Release Performance Bond	_____	_____
Inspect for defects after 9 months	_____	_____
Developer		
Correct any defects	_____	_____
Public Utilities		
Close record after expiration of defect bond	_____	_____