

11. CONSTRUCTION RECORD

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	_____	_____

Water & Wastewater Construction Record - Page 2

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 _____

Water & Wastewater Construction Record - Page 3

	Water	Sewer
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	_____	_____