

DESERT WATER AGENCY
WATER PLAN CHECKLIST
TRACT NO. _____

Listed below are the usual points to be checked on all Contract Drawings:

GENERAL ITEMS

- ☐ Cover Sheet
- ☐ North Point
- ☐ Scale: Plan & Profile (12" main & larger)
- ☐ Stationing
- ☐ Elevation
- ☐ Reference Point
(see Plan Check Guidelines & Requirements, Sect. III, "B")
- ☐ Revisions Block
- ☐ Vicinity or Location Map (on Cover Sheet)
- ☐ Legend
- ☐ Estimate of Quantities
- ☐ DWA to Affix General & Construction Notes
(on Cover Sheet)
- ☐ Design Approved by Civil Engineer
- ☐ Grade & Alignment

CONTROL

- ☐ Curve Data
- ☐ Centerline
- ☐ Curb & Gutter
- ☐ Location & Station of Intersection

STREET DATA

- ☐ Property Line or R/W
- ☐ Curb Line
- ☐ Sidewalks
- ☐ Driveways
- ☐ Street Widths
- ☐ Street Names
- ☐ Critical Topo Features
- ☐ Groundline on Profile

TITLE BLOCK

- ☐ See Plan Check Guidelines & Requirements
Section III, "C"

PIPE APPURTENANCES

- ☐ Type, Class & Size of Pipe
- ☐ Fittings - Tees, Ells, Crosses, etc.
- ☐ Shear Spools
- ☐ Manways
- ☐ Air Valve
- ☐ Blowoffs - Temporary or Permanent
- ☐ Washouts - Temporary or Permanent
- ☐ Valves - Gate & Butterfly
- ☐ Meters - Location & Size
- ☐ F.H.'s - Location & Type
- ☐ Services - Single or Multiple; Size & Location
- ☐ Fire Service - Size & Location
- ☐ Backflow Devices - Size & Location
- ☐ Anchor Blocks
- ☐ Thrust Blocks
- ☐ Concrete Encasement
- ☐ Jacked Casing
- ☐ Support
- ☐ Cradles
- ☐ Reinforcement

UTILITIES AND CROSSINGS

- ☐ Relocations, Removals, Abandonments
- ☐ Existing Water (Type, Size & Class)
- ☐ Power
- ☐ Telephone
- ☐ Existing Sewer
- ☐ Gas
- ☐ T.V.
- ☐ Storm Drain
- ☐ Culverts
- ☐ Signal Loops

OTHER DETAILS

- ☐ Detail Reference Circle
- ☐ Test or Pot Holes Required
- ☐ Grade change
- ☐ Appurtenances on both Plan & Profile
- ☐ Account Numbers
- ☐ Building Numbers and Addresses
- ☐ Geographic Data (Township, Range & Section)
- ☐ Existing & Proposed Structures
- ☐ Building & Service Relationship
- ☐ % of Slope

DESERT WATER AGENCY PLAN CHECK GUIDELINES & REQUIREMENTS

Listed below are the usual requirements and guidelines for Contract Drawings to be submitted for checking.

GUIDELINES

☐ I. General

- ☐ A. All plans shall be legible and of professional quality.
- ☐ B. Sheet material: vellum or mylar unless otherwise approved by Agency; all drawings shall be provided in AutoCAD Drawing File Format (AutoCAD 14, or Land Desktop3 - based on AutoCAD 2002).
- ☐ C. Sheet size shall be 24" x 36."
- ☐ D. Scale Horizontal, 1" = 40'
Vertical, 1" = 4' unless otherwise specified and approved by DWA
- ☐ E. All lettering shall be linear and of uniform height.
- ☐ F. Minimum acceptable letter height 0.10."
- ☐ G. All water main installations 12" and larger will require plan and profile on profile paper (vellum or mylar). All sewer main installations will require Plan and Profile on profile paper (vellum or mylar).

☐ II. Cover Sheet

- ☐ A. A separate cover sheet will be required if:
 - ☐ 1. Plans contain more than one sheet.
 - ☐ 2. Or, if plans become too cluttered or busy to be clearly followed.
 - ☐ 3. The cover sheet, or first sheet, shall be prepared in a format standardized by Desert Water Agency. An AutoCad file disk of this format is available upon written request.

☐ III. Plan Sheets

- ☐ A. Unless otherwise directed, no topo lines will be permitted on water/sewer plans submitted to this Agency at any time.
- ☐ B. All plans shall reference an established Bench Mark or Survey Monument and describe its location, and show its location on the plan. If the Bench Mark is too far from new construction, show its relationship and location to site map.
- ☐ C. Title Block shall be prepared in a format standardized by Desert Water Agency. An AutoCad file disk of this format is available upon written request.

Additional items of requirement for plan check submittal are listed on the attached sheet (Plan Check Guidelines and Requirements). This sheet is to be used as a reference.

DESERT WATER AGENCY
WATER PLAN CHECKLIST (ADDENDUM)

- ☐ Minimum pipe size 8in ø
- ☐ Maximum velocity of 10ft/sec through mains
- ☐ Minimum slope of 0.0025 on mains 12in ø and larger
- ☐ Minimum depth to top of pipe 36in
- ☐ Keep high and low spots in the vertical alignment to a minimum, install only where no other option is available.
- ☐ Mains can not be within 7' of any curb face.
- ☐ Water mains will be ductile iron pipe
- ☐ Fire hydrants to be placed every 500' minimum or as required by fire department.

DESERT WATER AGENCY

SUBMITTAL REQUIREMENTS
FOR DOMESTIC WATER AND/OR SEWER SERVICE

- 1.) ☐ Plot Plan (2 sets)
- 2.) ☐ Plumbing Plan
- 3.) ☐ Mechanical Plan
- 4.) ☐ Business Information:
 - a.) Type of use
 - b.) Number of employees
 - c.) Seating capacity (floor plan)
 - d.) Restroom facilities
 - 1.) Public access
 - 2.) Number of facilities
 - e.) Grease trap
 - 1.) Written requirements from Health Department
 - 2.) Facility specifications (i.e. location, size, number of chambers, manufacturer, model number)
- 5.) ☐ Written Flow Requirements (GPM)
 - a.) Domestic
 - b.) Irrigation
 - c.) Fire sprinkler or private hydrant
 - d.) Fire Department requirements (transmittal or on approved plans from fire department)
- 6.) ☐ Service Facilities
 - a.) Size
 - b.) Location
- 7.) ☐ Written Request for an Estimate of Cost
- 8.) ☐ Application for Service
(Note: Must be completed by owner – service cannot be in tenant's name)