

Project Name: [Click here to enter text.](#)



Review Date: xx/xx/xxxx

Project Number: [Click here to enter text.](#)

Reviewer: <NAME>

WATER PLAN REVIEW CHECKLIST

GENERAL	NA	C	I	COMMENTS
Development/Plat submitted	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Two sets of water plans submitted	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Review fee submitted (due @ each review)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Sewer plans submitted or layout shown	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Grading plan/topo information	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
ALL SHEETS				
Signed Engineer's seal (each sheet)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Standard North Arrow	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
MDWID plan number at designated areas	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Title in block and along right margin	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Lettering size acceptable (≥12 pt.) and legible	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Text box (on water system additions/changes)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Broken text box on existing water system elements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Leaders used on non-water system elements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Existing system shown with plan no., size, material	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Match lines (if more than one plan sheet)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
COVER SHEET				
MDWID standard cover sheet (@ www.metrowater.com)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Title centered at top with plan number	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
MDWID standard cover/general notes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Developer's name, contact, address, phone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Consultant's name or logo, address, phone	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Special improvement impact area noted or N.A.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Horizontal and vertical control identified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Location on plan with T, R, & Section	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Restraint referenced in General Notes	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Backflow prevention on all non-residential meters	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Sheet index (three or more sheets)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Legend showing existing and proposed elements	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Project Overview with water line sizes labeled	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Protected mains shown and participating parcels	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Fire District approval of fire flow value	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Fire District approval of fire hydrant no./locations	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Identify source of construction water	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	

NA – NOT APPLICABLE, C – COMPLETE, I – INCOMPLETE

PLAN/PROFILE SHEETS	NA	C	I	COMMENTS
MDWID standard plan sheets (available online)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Horizontal scale (1"=40' max, vert. scale x10)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Pipe sizes acceptable and labeled	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Looped system, limited dead-ends	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Static zone, closed valves, zone boundary shown/labeled	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Water line extended to end of property	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Valves acceptable (min. 2 for tee, 3 for cross)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Fittings, valves, and other appurtenances stationed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Water/Sewer crossing elevations and separation labeled	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Dimensions to existing valves shown	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Meters located/stationed at property served	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Backflow preventers shown/labeled (as required)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Air release valves required/shown	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Cross-sections on vert. transitions detailed and referenced.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Thrust block (where necessary on existing system)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Profile for 12" and larger pipe	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Abandoned water line(s) shown/labeled	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
L.F. of pipe between fittings and valves (or table)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Existing/proposed pavement and obstructions shown	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Pavement removal/replacement shown/labeled	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Street names/dimension of ROW, pavement, etc.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Project sequence identified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Service tie-overs/renewals (include address)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Customer notification procedure identified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Adjacent subdivision names provided	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Underground electric layout (trans. and peds.) shown	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Existing wells present/shown	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Well abandonment procedure identified	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
Easement legal description/drawing provided, shown, labeled	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	
ADDITIONAL COMMENTS				
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2.				
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10.				

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