



Project Name: _____ _____ Engineer Name: _____
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**APPROVAL TO PLACE IN OPERATION
WATER DISTRIBUTION/STORAGE/BOOSTER PUMP STATION CHECKLIST**

Note to Engineer: Do you want to apply for expedited review? Yes ____ No ____
If so, the following additional fees apply (payable upon request for approval):

The fees are as follows:

Water Distribution Lines only:	\$1,000
Wastewater Lines only:	\$1,000
Combined Water & Wastewater Lines only:	\$1,500
Water Systems with Mechanical (i.e., booster pumps, storage tanks):	\$2,000
Wastewater Systems with Mechanical (i.e., pump stations):	\$2,000

Example 1: **Water Distribution Line Project & Wastewater pump station**

Water Distribution Lines only:	\$1,000
Wastewater Systems with Mechanical (i.e., pump stations):	\$2,000
Total	\$3,000

Example 2: **Water Distribution System with Storage Tank & Wastewater pump station**

Water Systems with Mechanical (i.e., booster pumps, storage tanks):	\$2,000
Wastewater Systems with Mechanical (i.e., pump stations):	\$2,000
Total	\$4,000

In addition to the fees, the following information must be included in your submittal:

- 1- Letter from the Professional Engineer (who signed section XIV. of the application) stating that the “construction is complete and in accordance with the approved plans and specifications, to the best of my knowledge, information and belief.” This letter shall specifically identify the project by permit number. If partial permit is desired, the lot numbers must be included. The length and size of the water lines, number of fire hydrants, and number and type of connection must be listed.
- 2 - Letter(s) from final owner and entity responsible for final operation and maintenance of the system..
- 3 - Results of pressure/leakage test conducted on the water line.
- 4 -Results of Bacteriological analyses following disinfection, including chlorine residuals at the time of collection. These samples must have been collected within thirty (30) days of the request for final approval. These analysis shall be performed by a certified laboratory.
- 5 - Copies of any information specified in the special condition of the construction permit (i.e. fire hydrant flow test, etc.)

- ___ 6 - Proof of testing of all backflow prevention assemblies installed.
- ___ 7 - Listing of paint coating(s) used for water storage tank(s)
- ___ 8 - Results of booster pump test (if applicable).
- ___ 9 - Record drawings of construction if the construction deviated from that approved. The PE shall outline any deviations.
- ___10 - Approved Wastewater Disposal