

**Columbia County Water Utility**  
**Development Plan Review Check List**  
(Commercial or Residential)

Project Name: \_\_\_\_\_

Date: \_\_\_\_\_

\_\_\_\_\_ **Utility Plan (24"x36" maximum.)**

- \_\_\_\_\_ Property Owner(s) listed
  - \_\_\_\_\_ Parcel ID shown
- \_\_\_\_\_ North Arrow (Grid North, GA East Zone)
- \_\_\_\_\_ Plan prepared in State Plane Coordinate System, GA East Zone, NAD 83
- \_\_\_\_\_ Benchmark with elevation (NAVD 88)
- \_\_\_\_\_ All utility lines and structures shown and labeled with size & type of material
  - \_\_\_\_\_ Water services lines
  - \_\_\_\_\_ Sanitary sewer services lines
  - \_\_\_\_\_ Storm sewer lines
  - \_\_\_\_\_ Force main
  - \_\_\_\_\_ Private utility lines are labeled as "Private"
- \_\_\_\_\_ Existing & proposed easements shown and labeled accordingly
- \_\_\_\_\_ Distances and slopes for each run (slopes measured from CL MH to CL MH)
- \_\_\_\_\_ Stationing along utility line
- \_\_\_\_\_ Existing & proposed contours shown in background
- \_\_\_\_\_ Standard Notes shown
- \_\_\_\_\_ CCWU Standard Notes
- \_\_\_\_\_ Call Before You Dig Note
- \_\_\_\_\_ **Profile Sheet for sanitary and storm sewers** (*road profiles acceptable*)
  - \_\_\_\_\_ Force main shown
  - \_\_\_\_\_ Water shown
  - \_\_\_\_\_ Sanitary and storm manholes labeled
  - \_\_\_\_\_ Manholes numbered

- \_\_\_\_\_ Top/Rim elevations shown
- \_\_\_\_\_ Invert elevations listed (in, out, or CL)
- \_\_\_\_\_ Drop manholes labeled
- \_\_\_\_\_ Manhole Frame & Cover (Sanitary) Listed (FC-1, FC-2, etc.)
- \_\_\_\_\_ All existing & proposed water & sewer services are shown & labeled
- \_\_\_\_\_ 100 Year Flood Plain shown with elevation for Stream, River, Creek
- \_\_\_\_\_ High Pool Elevation of Lake, Pond, or Reservoir

\_\_\_\_\_ **Detail Sheet**

- \_\_\_\_\_ All details shown
- \_\_\_\_\_ **Lift Station Plan (where applicable)**
  - \_\_\_\_\_ Plan at 1"=10'
  - \_\_\_\_\_ Section of wet well & vault
  - \_\_\_\_\_ All calculations provided

\_\_\_\_\_ **EPD Extension Forms Completed**

- \_\_\_\_\_ Sanitary sewer flow test requested
- \_\_\_\_\_ Water flow test requested
- \_\_\_\_\_ Sanitary Sewer
- \_\_\_\_\_ Water
- \_\_\_\_\_ Demand / Contribution Form

\_\_\_\_\_ **GDOT Utility Encroachment Permit Required (Yes or No)**

- \_\_\_\_\_ GDOT utility permit submitted
- \_\_\_\_\_ Approved GDOT permit

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**Office Use Only**

- \_\_\_\_\_ Project is not in violation of Columbia  
County Sanitary Sewer Service Delivery  
Strategy. (Attach Map)
- \_\_\_\_\_ WWTF is in compliance with NPDES  
permit.
  - \_\_\_\_\_ Plant permitted flow
  - \_\_\_\_\_ Attach current plant flows
- \_\_\_\_\_ Sanitary sewer line capacity verified
  - \_\_\_\_\_ Include flow monitoring Info.
  - \_\_\_\_\_ Include all calculations
  - \_\_\_\_\_ Sent back to Engineer

**COLUMBIA COUNTY WATER UTILITY**  
**FINAL PLAT / EASEMENT PLAT REVIEW CHECK LIST**

- \_\_\_\_\_ Project name and section or phase delineation
- \_\_\_\_\_ North Arrow (Grid North, GA East Zone)
- \_\_\_\_\_ Surveyor Certification Block
- \_\_\_\_\_ County Certification Block (modified as required)
- \_\_\_\_\_ Owner Certification Block(s) (modified as required)
- \_\_\_\_\_ Final Plat Approval Block (Easement plats for utilities only do not require the “Plat Approval Block” listed.)
- \_\_\_\_\_ Show number of lots
- \_\_\_\_\_ Property boundary and specific labeling
- \_\_\_\_\_ All proposed and existing easements labeled accordingly.
- \_\_\_\_\_ All easements to be dedicated to Columbia County labeled as such
- \_\_\_\_\_ 100 year flood plain (where applicable) or note
- \_\_\_\_\_ Lift station site and access road (where applicable)
- \_\_\_\_\_ Lift Station site as separate parcel dedicated to Columbia County.
- \_\_\_\_\_ Note: “The builder is responsible for verifying all service lateral invert elevations before establishing finish floor elevations for the structure. All finish floor elevations must be a minimum of 5’-0” above the service lateral invert.”
- \_\_\_\_\_ Addresses on lots, parcels, green spaces, lift station parcel and detention pond.
- Show layout of streets and right of ways.
  - \_\_\_\_\_ County road numbers including GDOT road numbers
  - \_\_\_\_\_ Road names
  - \_\_\_\_\_ Labeled as Private or Public
  - \_\_\_\_\_ If private road, show easement dedicated to Columbia County (if applicable)

**COLUMBIA COUNTY WATER UTILITY  
AS BUILT REVIEW CHECK LIST**

- \_\_\_\_\_ All As Built shall reference State Plane Coordinate System of Georgia, East Zone, NAD 83 and NAVD 88 Note.
- \_\_\_\_\_ Submittals shall be no larger than 24"X36"
- \_\_\_\_\_ Show project name and section / phase
- \_\_\_\_\_ Show north arrow (Grid North, GA East Zone)
- \_\_\_\_\_ At least two points of the project shall be labeled with State Plane Coordinates and list combined scale factor. Ground distances shall be used.
- \_\_\_\_\_ Show bar scale (no larger the 1"=100')
- \_\_\_\_\_ Contractor Certification Block (modified as required)
- \_\_\_\_\_ Surveyor Certification Block (modified as required)
- \_\_\_\_\_ Property boundary and specific labeling (in background or gray scaled)
- \_\_\_\_\_ Correct addresses for each lot or parcel, including green spaces, lift station sites, and detention ponds.
- \_\_\_\_\_ Show proposed easements and right of ways with specific labeling and public or private delineations. Offsite utility lines may have the center line of the utility described and specific widths of the easement listed. Where this method is used, each end of the center line must be tied to a property corner.
- \_\_\_\_\_ All existing easements shall be labeled accordingly.
- \_\_\_\_\_ Show 100 year flood plain (where applicable)
- \_\_\_\_\_ Lift station site shall be on a separate parcel (with an address) and road shown.
- \_\_\_\_\_ Water lines shall be labeled with size and material type.
- \_\_\_\_\_ Sanitary and storm sewer lines shall be labeled with size, material type and slope information.
- All water taps and sanitary sewer taps shall be shown and shall have two tie distances to property corners or shall be listed in a table and labeled with state plane

northing and easting coordinates. (One or the other method of tie distances only)

All water meters greater than ¾" shall be labeled with size.

- \_\_\_\_\_ Water tap tie                      \_\_\_\_\_ Meter Size
- \_\_\_\_\_ Sanitary sewer tap tie
- \_\_\_\_\_ Table with information
- All water valves and force main valves shall show two tie distances to permanent structures (i.e. manholes, storm traps, etc.) or may be listed in a table format labeled with state plane northing and easting coordinates. Valves for hydrant leads do not need to have tie distances.
  - \_\_\_\_\_ Water valves
  - \_\_\_\_\_ Force main valves
  - \_\_\_\_\_ Table with information
- All sanitary and storm sewer structures shall be numbered to clearly delineate each structure and show rim / top elevations and all inverts or show in table.
  - \_\_\_\_\_ Sanitary sewer structures
  - \_\_\_\_\_ Storm sewer structures
  - \_\_\_\_\_ Table with information
- Show all water lines, sanitary sewer lines, force mains and storm sewer lines including the appurtenances. (These features should stand out on the As Built. All other information shall be light and in background or gray scaled.
  - \_\_\_\_\_ Water lines
  - \_\_\_\_\_ Sanitary sewer
  - \_\_\_\_\_ Force mains
  - \_\_\_\_\_ Storm sewer
- \_\_\_\_\_ All field work complete (preliminary punch list)
- \_\_\_\_\_ Receive construction cost for infrastructure.
- \_\_\_\_\_ As Built data matches Final Plat Data (i.e. lot #, address, easement, road name, etc.)
- After final approval of Plat / As Built, submit digital copy to the Water Utility Department.