



UTILITY PLAN REVIEW CHECKLIST:

- The name, address, phone number, and e-mail of the contact person for quotation;
- The address and tax parcel number of the project;
- (1) Set of utility plans (full sheet 24 x 36, to scale): Acceptable scales: 1 inch = 40ft, 1 inch = 30ft, 1 inch = 20ft, and 1 inch = 10ft.
- A clearly marked North arrow on site plan;
- A vicinity map with street names;
- Check for existing service(s) and show on utility plan;
- All proposed service connections made perpendicular to existing main unless site conditions preventing this are identified on plan;
- Existing utilities (telephone, gas, electric, cable) or any other structures that will impact the location or installation of service connections clearly labeled;
- Show edge of pavement, street rights of way/easements, and road centerline;
- Clearly identify all streets with correct names, and include state roads (S.R, Hwy. U.S. numbers) is applicable;
- All services being installed on a state maintained road (per NCDOT) will require the meter box and or sewer lateral clean out to be installed on private property, taps within the pavement and long-side taps will require a bore;
- All long side services installed on a CDOT major thoroughfare, minor thoroughfare, or a collector street to a major or minor thoroughfare greater than 40 feet must be bored;
- Services requiring a bore shall be noted on site plan to include the bore pit with dimensions, receiving pit with dimensions, casing size, thickness and length;
- Where connections are made in the street and the pavement requires a street cut, the size of the cut shall be shown;
- All service connections at the water main shall be shown with the correct nomenclature, etc. Tapping sleeve and valve, or Tapping saddle and corporation stop;
- Type and size meter and pipe (restrained joint ductile iron, copper) must be identified on the plan;
- Water services larger than 1 inch diameter shall be shown with vaults and pipe diagrams to scale. See Standard Details including SD J – “Multiple Water Services – Schematic” for additional information;

- All sewer services regardless of size shall require an additional scale profile sheet showing the type of connection to the existing main/manhole with invert elevations, depth of main/manhole, and slope of proposed lateral, and all underground utilities that may be in conflict with service. Horizontal and vertical locations of potential utility conflicts are to be part of the design process with soft dig reports included with the profile sheet;
- Amenity center and pool maximum sewer lateral size is 4-inch diameter;
- On-site force mains must discharge to on-site manhole;
- Drainage basin must be accessible for future access;
- Utility easements across adjacent properties are allowed only if the property is land-locked, or the properties have the same owner;
- All water and sewer service connections must be made by Charlotte Water. Services installed as part of a Developer-Funded project must be labeled;
- Developer-Funded mains must be completed and activated.
- Service connections shall be required to use the current posted version of the Charlotte Water Design Manual and Standard Details which supersedes any and all prior versions, based on the version number and version date located in the Title Block. The current version of the Charlotte Water Design Manual and Standard Details can be found at the following website:

www.charlottewater.org (Construction, Design Manual)

All commercial water service connections 1.5-inch diameter or greater (excluding fire lines, irrigation, or process water only services) will require a Capacity Assurance Review and the submittal of a site utility plan for this review.

For service connection price quotations, please allow a minimum of (25) business days for Capacity Assurance approval and preparation of the quotation.