

## **Limestone County Water & Sewer Authority**

**DESCRIPTION:** Development Review and Acceptance Policy. Policy No: 2008-01  
Effective: January 24, 2008  
Board Approved: March 11, 2008  
Amended: May 22, 2008

### **PURPOSE**

This purpose of this policy is to establish guidelines to be followed for Board Acceptance of new facilities, and establishment of formal Board Policy outlining procedures to be followed during the acceptance process.

### **GENERAL**

Board approval is required prior to any and all subdivisions being accepted into the LCWSA system. Prior to any such approval the Board shall be provided the following:

- A. LCWSA Planning and Construction Manager or Engineer of Record approval of "AS-CONSTRUCTED" plans submitted by the developer's engineer.
- B. LCWSA Planning and Construction Manager or Engineer of Record approval of Sewer System air and vacuum tests.
- C. LCWSA Planning and Construction Manager or Engineer of Record must have reviewed and approved submitted CCTV.
- D. General Manager will attest LCWSA's Policies and Procedures have been followed prior to Board Approval of Final Plat. Any deviation from LCWSA's Policies and Procedures must be approved by the Board and noted by the General Manager.

**Effective immediately the following process will be followed during the review, inspection, and acceptance process:**

#### **I. Final Design Review Meeting**

1. Meet with Developer, Developer's Engineer, Contractor, LCWSA's Project Inspector, and LCWSA's Planning and Construction Manager or Engineer of Record prior to beginning construction to verify requirements for submittals and to establish a project schedule.
2. Contractor to submit all shop drawings for review.
3. Develop Project Schedule.
4. Pay all Impact Fees.
5. Establish that all interior roads will be constructed to subgrade prior to beginning construction of utilities.

#### **II. Pre-Construction Conference (to be conducted on-site)**

1. LCWSA's Planning and Construction Manager or Engineer of Record, Contractor, and LCWSA's project inspector must be present.

2. Confirm that roads are to subgrade. (Manhole stakes, as well as construction staking of services will be in place)
3. Confirm that materials are on-site and conform to the shop drawing submittals, in accordance with the specifications.
4. Notify LCWSA of Start of Utility Construction.
5. Update proposed Project Schedule.

**III. Construction Administration/Inspection (To be conducted by LCWSA's Project Inspector)**

1. Confirm that the materials used in actual construction are correct, per shop drawings and specifications.
2. Confirm that all sewer system is within the roadway and is backfilled with stone.
3. Confirm the alignment and configuration of the water and sewer.
4. Insure that there are no other utility conflicts.

**IV. Post Construction (To be performed in this order)**

1. Developer's Engineer-of-Record will provide LCWSA Planning and Construction Manager or Engineer of Record with "As-Constructed Drawings" for review and approval.
2. Contractor will flush/clean all sanitary sewer lines and provide closed circuit television investigation (by approved service provider). LCWSA's Project Inspector will be present during the TVI process.
3. Copy of CCTVI will be provided to LCWSA Planning and Construction Manager or Engineer of Record for review and approval.
4. Upon approval of these items by LCWSA Planning and Construction Manager or Engineer of Record, the Contractor will verify air test for sewer lines and pressure and leakage tests, as well as bacteriological sampling for water lines in the presence of LCWSA Project Inspector.
5. Upon Contractor's notification of completion of construction and placement of leveling course binder, verify vacuum test for manholes and alignment of valve boxes for water lines in the presence of the LCWSA Project Inspector. (In cases involving the application of only one layer of asphalt, the vacuum test and valve box alignment evaluation will be conducted prior to applying asphalt layer.)
6. Upon approval of all tests and the CCTVI, and approval of "As-Constructed Drawings," LCWSA will submit such to the LCWSA's Board of Directors for approval of Final Plat.
7. Upon approval of LCWSA's Board of Directors the Final Plat will be signed and allow water meters to be set and sewer taps to be made.