



APPROVAL TO CONSTRUCT DRINKING WATER FACILITIES

(Electronic Version Available at: <http://casagrandeaz.us/dept/planning/building-division/engineering-permits/>) Email: DCPermits@casagrandeaz.gov

Project Information: Public Drinking Water Main Booster Pump Both

Review Type: Standard review Priority review Time extension (renewal)

Project Name: _____

Project Description: _____

Applicant (Owner or Developer)

Name: _____

Phone: _____

Firm Name: _____

Mailing Address: _____

E-mail Address: _____

Applicant's Agent, if any (Engineer or Consultant)

Name: _____ **Phone:** _____

Arizona BTR Registration Number: _____ **Fax:** _____

Firm Name: _____

Mailing Address: _____

E-mail Address: _____

Site Information

County: _____ **Nearest City:** _____

Township: ___ **Range:** ___ **Section:** ___ , **Quarter Section:** ___NE___SE___SW___NW___

Latitude: _____ ° _____ ' _____ " **N** **Longitude:** _____ ° _____ ' _____ " **W**

Existing Environmental Permits

List any other federal or state environmental permits issued for or needed by the facility, including any related Approvals to Construct (ATCs) or Approvals of Construction (AOCs) that may have previously been authorized and are related to this application (attach additional pages or copies if necessary)

CITY INTAKE:
 Date Accepted & Logged In: _____
 Assigned DC Engineer: _____



Water System Details

Water System Name: _____ System Number: _____

Water System Contact Person or Check Box if same as in Item 2

Name: _____ Phone: _____

Title: _____ Firm Name: _____

Mailing Address: _____

E-mail Address: _____

Drinking Water Service Agreement (Check Box if applicable)

I have attached a completed Drinking Water Service Agreement form.

<http://www.azdeq.gov/environ/water/dw/download/serviceagreement.pdf>

Site Plan and Fee (Check Box if Complete)

I have provided a general site plan showing the boundaries and key aspects of the project.

I have provided the appropriate fee

Selected Components Included (Check All Components that are being Applied for)

Main Line Extension Information (for minor water line extensions only)

A) Please include details for the main line extension:

Diameter (in)	Length (ft)	Material	From Station – To Station

Public Water Supply Distribution System Information

A) Number of connections:

1. ≤ 150 2. 151 to 300 3. 301 to 450 4. 451 to 600 5. 601 to 750 6. > 750

_____ Actual Number of connections per this application. _____ No. Residential _____ No. Commercial

_____ Single-Family _____ Multi-Family

B) Total population to be served by the new system: _____



C) Design Flow of System.

- 1. Average Design Flow (Peak Month) _____ gpd _____ gpm _____ psi
- 2. Peak Daily Demand Flow _____ gpd _____ gon _____ psi
- 3. Required Fire Flow _____ gpd _____ duration _____ psi
- 4. Fire Flow and Peak Daily Demand (Total) _____ gpm at _____ psi

Booster Pump Information

A) Please include the details for each booster pump:

Pump Number	Pump Rated Capacity	Horsepower	Manufacturer	Model #

Chlorinator and/or Disinfection System Information

- Gas Tablet

ATC Time Frame Extension Information

Original File # _____

Priority Review Fee Information

The fees included are double the standard fees for all items for review

Water Distribution System Design Flows (Check Box if Complete)

I have attached documentation of design and fire flows for significant components of the drinking water distribution system and the basis for calculating the design flows.

Design Report (Check Box if Complete)

I have included design documents, including plans, specifications, drawings, reports, and calculations that are signed, dated, and sealed by an Arizona-registered professional engineer. The designer shall use good engineering judgment following engineering standards of practice, and rely on appropriate engineering methods, calculations, and guidance. A design report will describe the proposed construction and basis of design, provide design data and other pertinent information that defines the work to be done, and establishes the adequacy of the design to meet the system demand. A design report provides information such as water pressure of existing waterline, minimum water pressure during fire flow, water capacity required to fulfill overall water needs, etc.



Certification Statement (To be completed by the Applicant's Agent in item 3 above)

I, _____, certify that this Application for Approval to Construct and all attachments were prepared under my direction or authorization and all information is, to the best of my knowledge, true, accurate and complete. I also certify that the drinking water system described in this form is or will be constructed, designed, and operated in accordance with terms and conditions of the Drinking Water Systems (A.A.C. R18-5-505) and applicable requirements of Arizona Revised Statutes Title 49, Chapter 2, and Arizona Administrative Code Title 18, Chapter 5 regarding drinking water systems and sanitary facilities for subdivisions.

Signature of Applicant's Agent (Engineer or Consultant)

Date

Certification Statement (To be completed by the Applicant in item 2 above)

I, _____, am aware that there are significant penalties for submitting false information including permit revocation as well as the possibility of fine and imprisonment for knowing violations. I hereby a) grant City of Casa Grande personnel permission to enter the site for inspections; b) authorize the Project Engineer to prepare and submit plan documents to the City of Casa Grande Development Center (if entered in item #3); and c) agree to construct the sanitary facilities according to the City of Casa Grande Certificate of Approval and the approved plan documents.

Signature of Applicant (Owner or Developer)

Date

Applicants may receive clarification regarding the specific steps included in processing this application as well as information regarding any code, regulation or policy relevant to the processing of this application by contacting one of the following review Engineers:

Larry Petersen – lpetersen@casagrandeaz.gov, 520-421-8630, Ext. 3320

Cesar Adamos – cadamos@casagrandeaz.gov, 520-421-8630, Ext. 3019



Submittal Requirements:

- 1. **Civil Plans** (1 set with initial submittal; 3 sets once approved for signature; requires City of Casa Grande signature format, see attachment Note: As-Built plans for all public improvements must be provided and approved prior to city acceptance of the public improvements for city ownership and maintenance)
- 2. **Stormwater Pollution Prevention Plan (SWPPP)**
- 3. **Reports** (1 set labeled "Draft" with initial submittal; 3 sets labeled "Final" once approved for signature)

	Required	Waived
a. Water Design Report	<input type="checkbox"/>	<input type="checkbox"/>
b. Geotechnical Soil Report	<input type="checkbox"/>	<input type="checkbox"/>
- 4. **Traffic Control Plan** (1 set with initial submittal; 3 sets once approved for signature)
- 5. **Engineer's Cost Estimate**
- 6. **Electronic Files of all Civil Plans and Reports in PDF Format**
- 7. **Application Review Fees – Due at Time of Application Submittal**
 - a. DC Engineering review fee: \$82.50 per Civil Plan page.
 - b. Public Works Engineering review fee: \$165.00 per Civil Plan page.
 - c. Final Water Report: \$560.00 (Development Center Review \$110.00 and Public Works Review \$450.00)
 - d. Delegated Authority Processing: \$0
 - e. Technology Recovery Fee: 5% of Total Permit Fees
- 8. **Application Review Fees – Due at Time of Permit Issuance**
 - a. Public Works Inspection Fee: 4% of Construction Costs

REQUIRED SIGNATURE BLOCK FORMAT

City of Casa Grande Plan Approval Recommended

Civil Engineer _____

Date: _____ Expiration Date: _____

The City approves these plans in concept only. The City accepts no responsibility for errors or omissions.

City of Casa Grande Plan Approval

City Engineer _____

Date: _____ Expiration Date: _____

The City approves these drawings in concept only. The City accepts no responsibility for errors or omissions.

“As-Built Certification”

Accepted by:

City Engineering Inspector _____ Date _____

City Engineer _____ Date _____



Over-All Review Time-Frames for Engineering Permits ^{1,7,8}

Permit Classification	Administrative Completeness Review (CR) of Initial Submittal ²	Review of Initial Submittal and Staff Decision to Approve or Issue a Review Letter ^{4,8}	CR Review of Re-Submittal	Review of Resubmittal ^{5,7,8} and Staff Decision to Approve/Deny	Over-All Review Timeframe ^{6,7,8}
Approval to Construct & Approval of Construction - Public Drinking Water Facilities (E-20B)	2	30	2	30	64

¹All times are maximum timeframes in business days (Mon-Fri.; excluding City Holidays). Shorter review times will be accomplished where possible.

²Completeness Review timeframes are calculated from date of application submittal to date of acceptance or rejection of the application as administratively complete.

³Substantive Review timeframes are calculated from date of acceptance of application for Substantive Review, or upon receipt of re-submittal of revised plans/reports, to the date of issuance of a comprehensive review letter, or final administrative decision.

⁴ Review of initial submittal limited to determination of compliance with ordinances, codes, regulations or policy relevant to the specific permit or project application. The review comments on the initial submittal may be amended to address code/policy requirements that City staff failed to include in the 1st comprehensive review document.

⁵ Review of resubmittal shall be limited to:

- a) Addressing 1st review comments that the applicant failed to adequately address in their resubmittal; or
- b) Addressing new review issues arising from modifications the applicant has made to the design and/or technical reports. In this case the City may issue an additional review letter addressing the new design.

⁶Over-All Review timeframe is the sum of the Completeness, Initial & Resubmittal Substantive Review timeframes.

⁷ If an applicant requests significant changes, alterations, additions or amendments to an application that are not in response to the request for corrections, the City may make **one additional comprehensive written request for corrections (i.e., review of 2nd resubmittal)**. Said additional request for correction shall not exceed 50% of the Substantive Review time frame for the specific type of permit.

⁸The Substantive Review timeframe and the Overall Review timeframe may be extended by mutual consent of the applicant and the City. Said extension shall not exceed 50% of the Over-All timeframe.

In accordance with the Regulatory Bill of Rights (ARS 9-835) the City of Casa Grande will typically make an administrative decision on each permit application after one (1) comprehensive staff review. However, from time to time a 2nd review is necessary to resolve code/policy compliance issues associated with a permit. In accordance with ARS 9-835.I., by mutual agreement, the applicant and the City may engage in a 2nd review of an application as long as said 2nd review does not exceed the over-all time frame by 50%. The specific 1st and 2nd and over-all review timeframes for this application are provided above. Applicants may sign below, consenting to a 2nd review if necessary, within the stated prescribed timeframe. Your consent is not required at time of application submittal. Applicants who do not sign below will be contacted by City staff if a 2nd review is determined to be necessary prior to making an administrative decision on this application. Applications denied after the completion of the review cycle are eligible for re-application to address the code/policy deficiencies which were the basis for the application denial with the payment of a fee equal to 25% of original application fee amount. Said re-application shall occur within 90 days of the application denial.

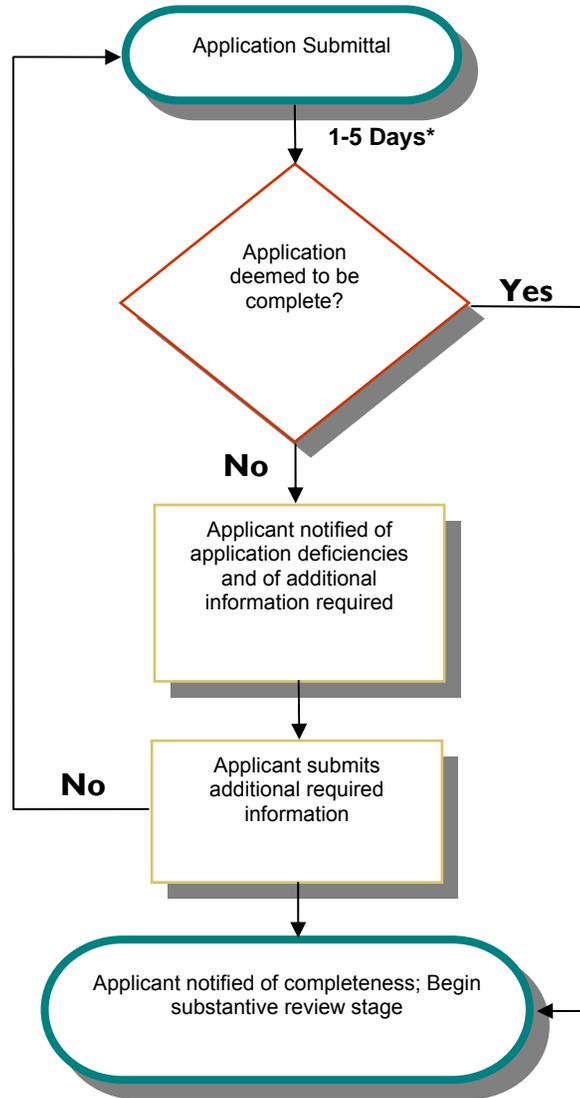
I hereby consent to an extension of the stated Substantive Review timeframe for a maximum of _____ additional days.

Applicant

Agreed to by City



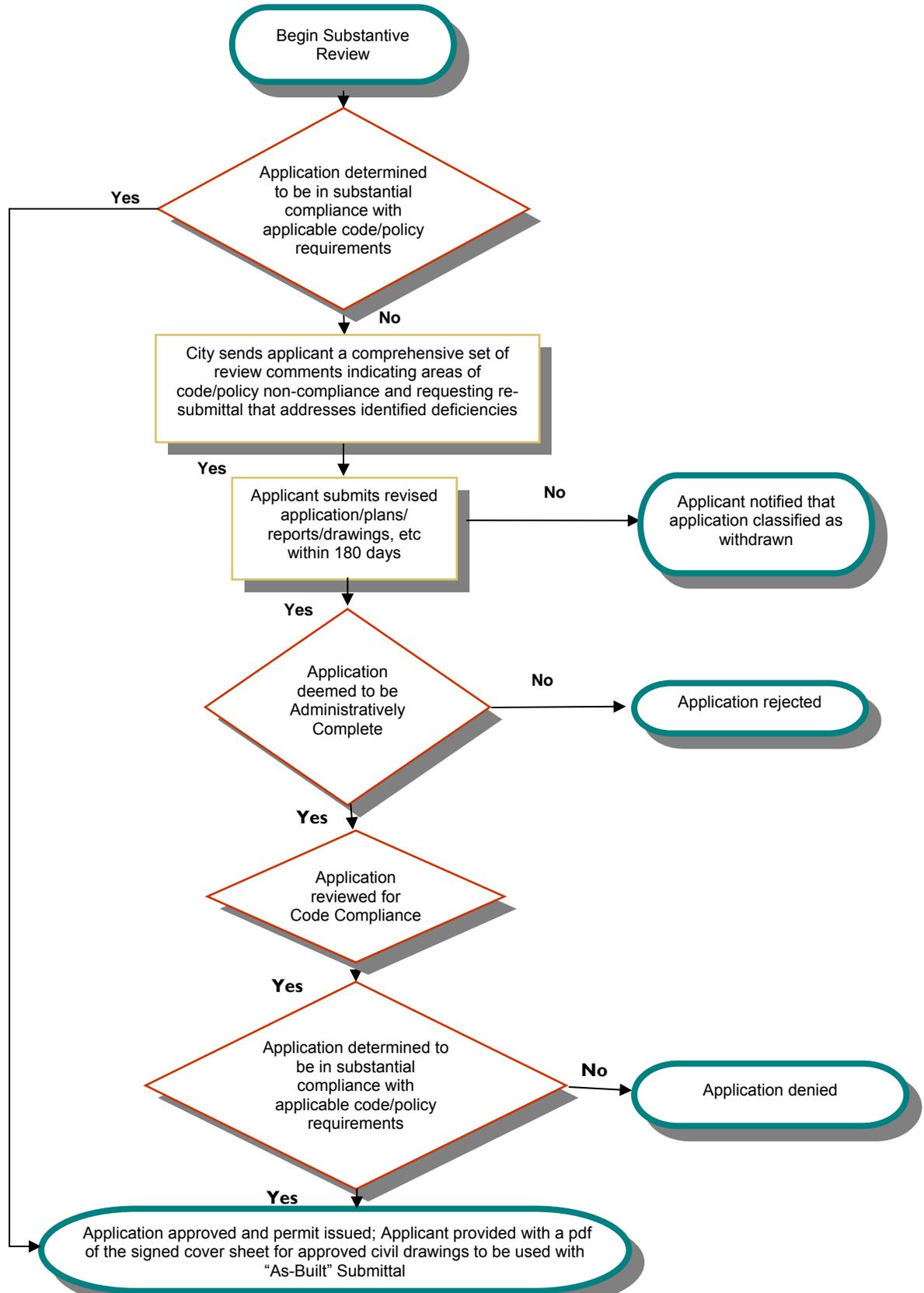
Administrative Completeness Review Process



** All time frames are listed as business days.*



Substantive Review Process – Approval to Construct





APPLICATION COMPLETENESS REVIEW CHECKLIST

- | | | DC Engineer |
|-----|--|--------------------------|
| 1) | Site Plan: | <input type="checkbox"/> |
| 2) | Civil Plans: <i>(One set)</i> | <input type="checkbox"/> |
| | a. The engineering plans must be final plans. Plans marked preliminary, not for construction or similar languages will not be reviewed. | |
| | b. Specifications are included in the construction drawings and/or are a separate attachment; | |
| | c. The profiles of all water mains and greater must be shown on engineering plans. | |
| | d. The plans must include thrust block details, pipe bedding details, blow-off valves (as caps will not accepted) and air release vales (ARV) are required at all high points. | |
| | e. Backflow in accordance with R-18-4-115 | |
| 3) | Water Design Report | <input type="checkbox"/> |
| 4) | Geotechnical Report | <input type="checkbox"/> |
| 5) | Stormwater Pollution Prevention Plan (SWPPP): | <input type="checkbox"/> |
| 6) | Line Item Cost Estimate (Prepared by Design Engineer) | <input type="checkbox"/> |
| 7) | Traffic Control Plan: (if applicable) | <input type="checkbox"/> |
| 8) | Road Closure Plan: | <input type="checkbox"/> |
| 9) | CD of all Civil Drawings and Reports: | <input type="checkbox"/> |
| 10) | Application Review Fees | <input type="checkbox"/> |
| | a. Delegated Authority Review Fee : \$0 | |
| | b. DC Engineering review fee: \$82.50 per Civil Plan page | |
| | c. Public Works Engineering review fee: \$165.00 per Civil plan sheet | |
| | d. Final Water Report: \$560.00 (Development Center Engineering Review: \$110.00 and Public Works Engineering Review \$450.00) | |
| | e. Technology Recovery Fee: 5% of Total Permit Fees | |
| 11) | Permit Fee | <input type="checkbox"/> |
| | a. Public Works Inspection Fee: 4% of Construction Costs | |