



Project Name: _____ _____ Engineer Name: _____
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**APPROVAL TO PLACE IN OPERATION
SEWER COLLECTION SYSTEM/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 approval is desired, the lot numbers must be included in the letter. The lengths and size of sewer lines, forcemain, pump station capacity and number of manholes must be included. The number and types of sewer connection must also be included.
- 2 – Letter(s) from final owner and entity responsible for final operation and maintenance of the system..
- 3 – Copy of the sewer leakage/pressure test and deflection/aliment results
- 4 – Copy of pump test
- 5 – Copies of any information specified in the special condition of the construction permit.
- 6 – Record drawings of construction if the construction deviated from that approved. The PE shall outline any deviations.