	Fort Wayne City Utilities Design Standards Manual	Exhibit SW12-6 (1 of 4) Site Plan Routing Review Checklist
		Created: January 11 -2012 Revised: June 18, 2014

Project Name: _____

Address: _____

Following are general requirements that are necessary and must be shown on plans before a full engineering review can begin. Please call the Development Services Department at (260) 427-5064 if you have any questions.

GENERAL REQUIREMENTS

- ☐ Project Name
- ☐ Date of Plan Preparation
- ☐ Legal Description of Site
- ☐ Certification by registered engineer, architect or land surveyor
- ☐ North arrow
- ☐ Location map
- ☐ Indication of plan scale – (engineer scale only)
- ☐ Property lines
- ☐ Existing street rights-of-way with dimensions
- ☐ Street names
- ☐ Distance to nearest street intersection centerline
- ☐ Existing and proposed easements – please provide document numbers for existing Easements
- ☐ Right-of-Way encroachments identified, if any exist
- ☐ Benchmarks in USGS datum
- ☐ Finished floor or slab elevations shown in USGS datum
- ☐ Dimensions of proposed building(s), intended use
- ☐ Front, side and rear dimensions
- ☐ Location and size of all existing water, sanitary sewer and stormwater piping
- ☐ Location and size of all proposed water, sanitary sewer and stormwater piping
- ☐ Phasing of project if applicable
- ☐ Erosion control plan to provide adequate control of erosion and situation

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WATER ENGINEERING - Please submit the following information on applicable drawings:

- ❑ Connection line shown to City water mains and note "Tap by Utility". Note the Utility will not tap a private water main.
- ❑ Plumbing plans to include all piping and fixtures inside building including isometric, meter (include locking bypass on all meters 1½" and larger) and expected flows (in GPM).
- ❑ Domestic service line, fire service, and irrigation service (if applicable) separated and valved outside building. Label the valve on the fire line as 'Yard PIV' (Post Indicator Valve) and domestic/irrigation line as gate valve.
- ❑ If fire protection will be provided for the project, fire protection plans will need to be submitted to Development Services for review and approval.
- ❑ If a booster pump is being proposed, explain why. Show the location and size of proposed pump. Provide proposed water demand and pump specifications. Provide a notation near any suction control valves that they maintain a minimum pressure of 20psi.
- ❑ Per the Fort Wayne Water Utility General Rules and Regulations a project may be required to have a backflow preventer.

Note: If a backflow preventer is required and the water service line is between 5/8" and 1" then the backflow preventer must be installed after the meter. If the water service line is 1½" or larger then the backflow preventer must be installed after the locking meter bypass line. Note that the height of all backflow preventers must be between 12" to 60" above the finished floor. Type of backflow device for a fire, domestic, and irrigation line is as follows respectively: Double Check Valve Assembly, Reduced Pressure Device, and Vacuum Breaker.

The following notes must be added to the plans if applicable to the project:

- ❑ All work shall conform to State and local plumbing and backflow prevention codes and with all specifications of the Fort Wayne Water Utility as identified in the *Development Criteria Standards Manual.*
- ❑ All water taps, water lines and fire lines 3" or larger must be disinfected. All samples from two consecutive days must be taken to an approved testing lab, and the lab analysis reports must be submitted to Development Services showing that the samples have passed the tests for two consecutive days per ANSI/AWWA C651-92, the AWWA standard for disinfecting water mains.
- ❑ Vacuum breakers must be installed on all existing or proposed hose bibs, mop/service sinks and wall yard hydrants.
- ❑ Backflow devices are to be tested upon installation with test results submitted to Development Services. For existing backflow devices, a report in conformance with Fort Wayne Water Utility General Rules and Regulations and state code must be submitted to City Utilities Development Services.

Typical Certificate of Compliance holds (contingent upon project requirements):

- ❑ Disinfection test reports.
- ❑ Backflow certification on fire line.
- ❑ Backflow certification on domestic line.
- ❑ Backflow certification on irrigation line.
- ❑ As-built fire plans.
- ❑ As-built plan of private water main extension.
- ❑ Re-certification on backflow preventers if expired.
- ❑ Final inspection.

	Fort Wayne City Utilities Design Standards Manual	Exhibit SW12-6 (3 of 4) Site Plan Routing Review Checklist
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STORMWATER ENGINEERING - Please submit the following information on applicable drawings:

Reference the *Development Criteria Standards Manual* for all codes and requirements.

- ❑ Erosion control plan to provide adequate control of erosion and siltation.
- ❑ Grading plan.
- ❑ Drainage plan.
- ❑ Calculations for:
  - ❑ Runoff.
  - ❑ Detention areas.
  - ❑ Stage/storage relationships.
  - ❑ Stage/discharge relationships.
  - ❑ Routing.
- ❑ Topographical map.
- ❑ Watershed of proposed project site.
- ❑ Pipe materials, elevations, waterway openings, culvert sizes**.**
- ❑ Identify all impervious surface areas.

Note: If sewer is tapping into an existing City storm line a green card permit may be required.

Typical Certificate of Compliance holds (contingent upon project requirements):

- ❑ Final site inspection.
- ❑ Certified (by a registered L.S. or P.E.) as-built drawing of storm sewer and/or detention pond .
- ❑ Submittal of recorded detention pond maintenance agreement.
- ❑ Submittal of recorded easement agreement(s).
- ❑ Letter of commitment may be required for final site restoration and/or erosion repair depending on weather conditions.
- ❑ Submittal of other recorded agreement(s) and/or non-recorded agreement(s) if deemed necessary.

	Fort Wayne City Utilities Design Standards Manual	Exhibit SW12-6 (4 of 4) Site Plan Routing Review Checklist
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SANITARY SEWER ENGINEERING – Please submit the following information on applicable drawings:

- ❑ Each building must have an independent connection to a public sanitary sewer.
- ❑ Location of off-site sewer and tap.
- ❑ Elevations in USGS Datum.
- ❑ Invert elevations of building sewer at the main and the building.
- ❑ Elevations of all utilities in proximity or at crossing of sewer pipes.
- ❑ Length, size, percent of slope and material of proposed building sewer.
- ❑ Minimum size of building sewer is 6”
- ❑ Minimum slope of building sewer is 2% (¼” per foot).
- ❑ Top of sewer exiting building placed below the frost protection line (36”).
- ❑ Finish floor elevation of building.
- ❑ Cleanouts placed every 100 feet and at all breaks in building sewer line.
- ❑ All 90 degree turns in building sewers accomplished by 45-degree elbows.
- ❑ Internal plumbing plans.
- ❑ Provide anticipated flows from the proposed land use.
- ❑ Control manhole, grease trap, or sand/oil separator may be required. Contact Water Pollution Control Plant.

Note: If sewer is tapping into an existing City sewer line a green card permit may be required.

Typical Certificate of Compliance holds (contingent upon project requirements):

- ❑ Final tap inspection.
- ❑ Certified (by a registered L.S. or P.E.) as-built drawing of sewer.
- ❑ Submittal of recorded easement agreement(s).
- ❑ Submittal of other recorded agreement(s) and/or non-recorded agreement(s) deemed necessary.