



NORTH TABLE MOUNTAIN WATER AND SANITATION DISTRICT

14806 WEST 52ND AVENUE, GOLDEN, COLORADO 80403-1228

## North Table Mountain Water and Sanitation District (NTM or District) Construction Drawing Review Checklist

April 2024

### General:

- Conceptual drawing must be approved prior to submittal of construction drawings.
- Refer to example drawings on the NTM website.
- Revised Construction Drawings or other documents must clearly identify changes with revision clouds and tracked changes.
  - The changes should also be detailed in a separate letter outlining the changes that were made. This can be in the form of a response to the District's comment letter.
- Submit \$500 fee to initiate review process. Fee must be paid prior to review.
  - A \$500 fee will need to be paid for each design phase, significant change in design or if the latest review was over a year prior.
  - \$500 review fee applies to resubmittals that did not address or correctly address NTM's comments.
  - If changes are made to resubmittals that NTM did not request, they must be documented and shown in a revision cloud or the \$500 resubmittal fee will apply.
  - If changes are not documented as described above a \$500 resubmittal fee will apply.
- Do not remove revision date on NTM's General, Water and Sewer Notes.
- Submit water and sewer only.
  - Anything relative to water and sewer (storm sewer, underdrain, etc.).
- Plan set shall include cover sheet, overall utility plan, detailed water sheets, detailed sewer sheets, detail drawings.
- Submit electronic plan and two hard copy full sized (24" x 36") plan sets for first review.
- Once all of the comments for the Construction Drawings have been addressed, please provide 3 (three) full-sized (24" x 36") hard copies of the drawings to obtain final approval.
- Include lot and tract numbers on all drawings.
- Provide key map for each sheet.
- Notes and detail drawings are updated regularly and posted on the website [www.ntmwater.org](http://www.ntmwater.org); make sure the most recent version is on the plans.
- Show existing water and sewer mains; call out size and pipe material.
- Show all existing water and sewer service line taps.
- Water and sewer mains shall not be under sidewalks or concrete.
- Existing water and sewer service line taps that are not being used shall be

abandoned at the main. Include the following notes:

- Abandon water service lines at the main; shut corporation stop valve off at the tap.
- Abandon sewer service lines at the main; cap tee at the tap.
- Indicate sheet number for all match lines.
- If project is phased; provide a separate plan for each phase.
- Show right-of-way with street names and indicate public or private.
- Include north arrow and scale – numeric and bar.
- Label adjacent property ownership.
- 36” minimum spacing between service line taps.
- Water/Sewer main must extend 10’ past the property line of the lot to be served.
- Lot must front water main, service lines are prohibited to be aligned on private property, other than the lot it is serving.
- Once all of the comments have been addressed and approved, please provide 3 (three) full-sized (24” x 36”) hard copies for final approval and NTM signature.

### **Easements:**

- Water and sewer mains that are not in public right-of-way (streets and roads) must be in an easement. The easement shall be in a separate tract of land that has a drive-able surface (asphalt, road base, crushed asphalt, gravel, or other approved material) and fenced.
- See “Easement Requirements” document on NTM’s website under Construction Standards.

### **Cover Sheet:**

- Name of Development.
- List of Contacts to include Project Owner, Developer and Engineer.
- NTM signature block.
- Include Vicinity Map, Sheet Index and Legend.

### **Overall Utility Sheet:**

- Show existing and proposed storm, underdrains, water and sewer mains.
- Include - fire hydrants, valves, manholes, water and sewer service lines. Use symbols only; do not use call-outs.
- Show water and sewer service line abandonments.
- Delineate extents of all easements.
- Label all easements “North Table Mountain Water and Sanitation District X’ Water and Sewer Easement Reception No. \_\_\_\_\_”
  - Include Reception Number once the easement is recorded.

### **Water Sheets:**

- Show all water appurtenances and use call-outs.
- Add note to all water sheets that states if 18” vertical separation is not maintained between water and other utilities – the water main shall be lowered. This applies to new and existing water mains.
- Note on each sheet that water main shall be C909 PVC, no exceptions.

- Connect to existing water main with a wet tap, unless otherwise directed by the District.
- Fire hydrants must be at the end of all mains.
- Blow-offs are not allowed.
- Install fire hydrant on the same side of the street as the alignment of the water main.
- Delineate extents of all easements.
- Plan view is acceptable for Water Sheets.
  - Show detail/profile for all utility crossings and mains deeper than 6 feet.
- Sample Station required for all developments.
  - Include call out for sample station, Eclipse #88 by Kupferle Foundry.
- Label water main with pipe size and type.
  - Example – 8” C909 PVC Water Main.
- Fire hydrant leads must be C909.
- Fire lines must be C909.
- Create a call out for existing water service lines that will not be utilized.  
“Abandon water service line at the main; shut off corporation stop valve at the tap and sever service line”.

**Sanitary Sewer Sheets:**

- If there is an under drain – show on Sanitary Sewer Sheets.
  - Include a note on all Sewer Sheets that states “Underdrains are not a requirement of NTM and are shown for information only and to avoid a conflict”.
- Underdrain clean-outs are not allowed in sanitary sewer manholes.
- Manholes deeper than 15 feet require 5 foot diameter manhole.
- Manholes must be spaced 400 feet or less.
- Clearly highlight (designate) pipe in plan view that is shown in profile view.
- Include the following note for existing sewer service lines that will not be utilized:  
“Abandon sanitary sewer service line; cap the tee at the main”.