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

November 2024

General:

- Conceptual or preliminary design must be approved prior to the submittal of construction drawings.
- Refer to example drawings on the NTM website.
- Revised Construction Drawings or other documents must clearly identify revisions with revision clouds and tracked changes.
    - The changes should also be detailed in a separate letter outlining the revisions that were made. This can be in the form of a response to the District's comment letter.
- To initiate the review process, a fee of $1,000 must be submitted. This fee must be paid before the review begins.
    - The $1,000 fee covers engineering, staff, and legal services.
    - If the total cost of staff time and legal services exceeds the initial $1,000 fee, the developer will be billed for the additional amount.
    - Plans will not be approved until all fees are paid.
    - To avoid additional fees, the design engineer should ensure that all comments from NTM are addressed.
    - If changes are made to the resubmissions not requested by NTM, they must be clearly documented and highlighted in a revision cloud. Otherwise, a design review fee of $500 will apply.
    - If any requested revisions are not addressed an additional $500 design review fee will be applied.
- A legend describing all line types, symbols, and abbreviations shall be shown either on the cover sheet or on each individual sheet.
- Do not remove or change 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, standard detail drawings.
- Include scale and north arrow on each
- Submit electronic plan and two hard copy full sized (24" x 36") plan sets for first review.
- 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; make sure the most recent version is on the plans.

- Show existing water and sewer mains; call out size and pipe material.
- Water and sewer mains shall not be under sidewalks or concrete.
- 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 from being aligned on private property other than the lot it is serving.
- If public right-of-way is not provided between the proposed development and adjacent lots for water and sewer connections, a tract with a water and sewer easement must be included to accommodate future system requirements.
- 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.
- Delineate extents of all easements on Overall Utility, Water and Sanitary Sewer Sheets.
- Label all easements “North Table Mountain Water and Sanitation District 30’ Water and Sewer Easement Reception No. _____”
    - Include Reception Number once the easement is recorded.

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 all existing water and sewer service lines and taps.
- Use the following call-outs for existing 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”.
    - “Abandon sanitary sewer service line - cap tee at the main”.

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.
- 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 tee at the main”.

Standard Detail Drawing Sheets:

- Include all relevant standard detail drawings. Ensure the latest version is used; they are updated regularly.