



# WASHOE COUNTY

## COMMUNITY SERVICES DEPARTMENT

### Engineering & Capital Projects

1001 EAST 9<sup>TH</sup> STREET  
PO BOX 11130  
RENO, NEVADA 89520-0027  
PHONE (775) 328.3600  
FAX (775) 328.3699

#### SUBSURFACE UTILITY IMPROVEMENT SUBMITTAL

Project Name: \_\_\_\_\_ Application Date: \_\_\_\_\_

Project Location: \_\_\_\_\_ Project Number: \_\_\_\_\_

- The information provided herein is intended to promote public safety and protect all existing underground facilities within Washoe County Right-of-Way.
- Initial Submittal items are due to Washoe County Community Services Department (CSD) Engineering Division for Subsurface Utility Improvement Projects consisting of more than 500 lineal feet of utility installation.
- A complete design plan showing all existing utilities and infrastructure within the proposed construction area must be submitted to Washoe County CSD Engineering Division for review and acceptance prior to Street Cut Permit issuance. Proposed Construction Improvement Plans must be prepared and stamped by a State of Nevada Licensed Engineer and comply with all applicable regulations and shall provide information of all restoration conforming to Washoe County Standards.
- Construction Plan Review Meeting may occur 14 calendar days after Initial Submittal. Dates are adjusted for holidays. Incomplete submittals may delay the meeting.
- Contact other County, City and/or State jurisdictional agencies as necessary for submittal requirements.

#### INITIAL SUBMITTAL REQUIREMENTS

##### Submit to Washoe County CSD Engineering Division:

- \_\_\_\_\_ 2 Sets of Full-Size Construction Improvement Plans, Stamped and Signed
- \_\_\_\_\_ **Fee:**  Construction Plan Review Engineering = \$ 1,949.00
- \_\_\_\_\_ 1 Washoe County Exhibit 'A' Bond Estimate for Construction Improvement Restoration
- \_\_\_\_\_ 1 Project Schedule
- \_\_\_\_\_ 1 MUTCD Compliant Traffic Control Plans for Each Phase of Construction
- \_\_\_\_\_ 1 Proposed Haul Route Plan

##### Submit to Washoe County department indicated under separate cover (see agency for submittal requirements):

- \_\_\_\_\_ Washoe County District Health (WCHD) Submittal
- \_\_\_\_\_ Truckee Meadows Fire Protection District (TMFPD) Submittal
- \_\_\_\_\_ Washoe County CSD Planning Division Submittal

#### CONSTRUCTION PLAN REVIEW MEETING

CSD Engineering Division will schedule the meeting after the Initial Submittal.

\_\_\_\_\_ Time: \_\_\_\_\_ Date: \_\_\_\_\_

#### FINAL SUBMITTAL REQUIREMENTS

##### Submit to Washoe County CSD Engineering Division:

- \_\_\_\_\_ 2 Sets of Final Full-Size Construction Improvement Plans, Stamped and Signed
- \_\_\_\_\_ Financial Security<sup>1</sup> (Bond, Letter of Credit, CD, Savings or Money Market Account)
- \_\_\_\_\_ **Fee** (separate check):  Engineering Inspection Fee = \$ \_\_\_\_\_
- \_\_\_\_\_ **Fee** (separate check):  Engineering Storm Water Inspection Fee = \$ \_\_\_\_\_
- \_\_\_\_\_ **Fee** (separate check):  Street Cut Permit Fee = Reference Street Cut Permit(s)
- \_\_\_\_\_ 1 Street Cut Permit for Each Street Requiring Restoration
- \_\_\_\_\_ Washoe County CSD Development Services Application
- \_\_\_\_\_ Truckee Meadows Regional Stormwater Quality Management Program Construction Permit Submittal Checklist
- \_\_\_\_\_ Acknowledgement of Submittal Requirements from WCHD, TMFPD and CSD Planning Division
- \_\_\_\_\_ Return All Redlined Plans and Reports

Submitted By: \_\_\_\_\_ Date: \_\_\_\_\_ Company Name: \_\_\_\_\_

E-mail Address: \_\_\_\_\_ Phone: \_\_\_\_\_

<sup>1</sup> Use Washoe County approved forms available online at [https://www.washoecounty.us/csd/engineering\\_capitalprojects/development\\_review.php](https://www.washoecounty.us/csd/engineering_capitalprojects/development_review.php).

Municipalities not subject to procurement of Financial Security.

Revised May 23, 2018



INTEGRITY



EFFECTIVE COMMUNICATION



QUALITY PUBLIC SERVICE