



Washoe County COMMUNITY SERVICES DEPARTMENT

Engineering and Capital Projects Division

UTILITY SEWER SERVICE SUBMITTAL REQUIREMENTS*

required items noted or shown with x - partial submittals will not be accepted

	Planning Studies Levels 1 or 2	Acknowledgement Letter	Tenant Improvement	Single Family Residential Sewer Service	Commercial Sewer Service	Commercial Sewer Service w/ Main Extension	Subdivision Design	Sewer/ Reclaimed Main Extension Only	
Initial Engineering & Resource Review Fee	\$1,500.00	\$100.00	\$250.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	\$1,500.00	
Official Plat Map							x		
Title Sheet		x		x	x	x	x	x	
Phasing/Timing Requirements						x	x	x	
Driveway Locations				x	x	x	x	x	
Site Plan & Street Layout (including ROW) w/ Vicinity Map		x	x		x	x	x	x	
Full Plan & Profile						x	x	x	
Full Utility Plan within ROW		x				x	x	x	
Grading Plan		x				x	x	x	
Landscape & Irrigation Plans including Temporary Irrigation						x	x	x	
Civil Plans					1 copy req'd	1 copy req'd	1 copy req'd	1 copy req'd	1 copy req'd
CAD Drawings - see individual project requirements listed			items listed above with x		Street and Lot Layout	x	x	x	x
Plumbing / Mechanical Plans				1 copy req'd		1 copy	If req'd - 1 copy		

Notes:

- * Above requirements are minimums. Additional information may be necessary depending upon the project complexity.
- **All remaining project costs will be assessed when fee workbook is generated.
- All civil and landscape drawings, including landscape demands, must be wet-stamped.
- Applicant must provide one wet-stamped copy of the full Civil Set for Commercial, Commercial w/ Main, Subdivision NAC & Main Only job classifications.
- If change of ownership occurs during application process, new owner is required to submit a new application (applicable fees/timelines will be re-evaluated).
- Planning Study findings are preliminary in nature and are based on the quantity and accuracy of the data received.
- All CAD files should comply with current Regional Basemap Committee standards.