

# EAST LARIMER COUNTY WATER DISTRICT CHECKLIST FOR PLAN REVIEW, INSPECTION AND ACCEPTANCE OF NEW WATER LINES AND APPURTENANCES

PROJECT: \_\_\_\_\_ Date: \_\_\_\_\_  
 PHASE: \_\_\_\_\_ ELCO Account Number: \_\_\_\_\_

**NOTE:** This form represents condensed outline of procedural information as detailed in ELCO document titled "PROCEDURE FOR PLAN REVIEW, INSPECTION AND ACCEPTANCE OF NEW WATER LINES (Revised September 9, 1992)" and is to be utilized in conjunction with sai

## PLAN REVIEW (due prior to signing mylars)

	Complete	Date
Engineer - One (1) set of unsigned utility plans, held until ELCO has received 2 sets of signed plans		
Engineer - One (1) hard copy and one (1) AutoCAD version of the filing plat		

## PLAN REVIEW AND CONSTRUCTION PHASE FEE SUMMARY

Plan Review		
Type:	Major	Fee:
Type:	N/A	Fee: \$ -
		<b>Total Plan Review Fees: \$ -</b>
Construction Phase		
<b>Base Charge (Non-refundable):</b>		
Wet Tap Size:		Fee:
Wet Tap Size:		Fee: \$ -
Pipe to be inspected:	feet	
Refundable Inspection Fee:		
		<b>Total Construction Phase Fees: \$ -</b>
<b>Total Plan Review and Construction Phase Fees due:</b>		<b>\$ -</b>

## PRE-CONSTRUCTION

### **Due prior to ELCO pre-construction meeting:**

	Complete	Date
Engineer - Two (2) sets of signed plans		
Developer - Payment of Construction and Plan Review Fees		
Developer - Provide ELCO with Street addressing as assigned by U.S.P.S. and parcel numbers		
Contractor - Provide to ELCO proof of workman's compensation and general liability insurance		

### **Pre-construction meeting**

Contractor Name: _____		<b>Complete</b>	<b>Date</b>
Contractor Address: _____			
City: _____			
State: _____			
Zip Code: _____			
Representative: _____			
Telephone: _____			
Fax: _____			
Cell: _____			
	Pre-construction Meeting		
	Construction schedule		
	Special conditions		
	Road access permit(s)		
	Standard construction specifications		
	Field Change Orders and As-Built recording		
	Contractor's License		

## CONSTRUCTION

**NOTE:** Effective May 1, 1994 all contractors installing utility improvements within the East Larimer County Water District must be licensed within the City of Fort Collins, City of Loveland or City of Greeley. Evidence of such license must be submitted in

	Complete	Date
Chlorination test & approval		
Pressure test & approval		
Bacteriological test & approval		
Soil compaction tests & approval		
Continuity check of locate wiring		
Fire Flow Test		
Field inspection for approval		

### **Due prior to giving the project preliminary acceptance:**

	Complete	Date
Contractor/Engineer - One (1) complete sets of bound blueprints, including Filing Plat, marked As-Built		
Contractor - Written statement of total construction costs (water system only), labor and material		
Easements Completed and Executed (if required)		

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**PRELIMINARY ACCEPTANCE**

**NOTE:** Effective February 7, 2002 no project issued Preliminary Approval shall be provided until such time as all other related utility main improvements are completed; i.e., gas, electric, telephone, sanitary sewer, etc.

Preliminary Approval Given  
System Activated (Two year warranty period begins)

Complete	Date

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**BUILDING PERMITS AND METER INSTALLATION**

Developer - Raw water requirements must be satisfied **PRIOR TO BUILDING PERMITS SIGNED**  
Builder - Plant Investment Fee (PIF) and meter costs must be paid **PRIOR TO METER PIT  
INSTALLATION BY ELCO AUTHORIZED CONTRACTOR AND METER INSTALLATION BY ELCO**

Complete	Date

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**FINAL ACCEPTANCE**

Construction Final Approval Inspection  
Construction Final Approval Given & Improvements Accepted by District  
(Two year warranty period ends)

Complete	Date

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Revision Date : August 27, 2004