

MWS Public Water, Sanitary Sewer Permit, & Site Utility Plan Technical Review Requirements (TRR) - Version 2 - 5/23/2023



THE TRR IS TO BE INCLUDED WITH ALL TECHNICAL REVIEW SUBMITTALS, INCLUDING REVISIONS

Project Name: _____	Permit # (NS if new): _____	Water Cap #: _____	San Sewer Cap #: _____	Date: _____
Submittal #: <input type="checkbox"/> 1st <input type="checkbox"/> 2nd (Fees due prior to submittal) <input type="checkbox"/> 3rd <input type="checkbox"/> >3 (Fees due prior to each submittal)		Water Provider: _____	San Sewer Provider: _____	

Introduction:
 Metro Nashville is experiencing high levels of growth and demand for permitting services. In order to provide a productive review, basic elements of the water, sanitary sewer, & site utility plan are necessary. The TRR represents the **minimum requirements** which must be met for Metro Water Development Services staff to perform a full plan review. Failure to meet one or more of these requirements will result in the submittal being deemed **incomplete** and returned to the design engineer. Design engineer must **fill out TRR completely Each Time** it is submitted with **updated page numbers**. A full development package is required with each submittal.

Directions:
 Review the requirements below, and include this sheet with each submittal. In the "Design Engineer" column note if the requirement is "N/A". If requirement is applicable, note the file name and page number of where the information can be located. Example: If item is on the plans, list 'Plans - page number of PDF'. Once completed, fill out the certification statement and include in the submittal.

General Requirements:	Example: Calcs - pg.1		These Columns For MWS & Contracted Reviewers Use Only			
	N/A	Plans / Calcs / Project Docs - Page #	Yes	No	N/A	MWS & Contracted Reviewer Comments
1 One Water Application and Fee Sheet shall be provided and completely filled out.						
2 Plans and calculations shall be PE stamped, signed, and dated by a TN registered PE						
3 Comment response letter or response mark-up - RESUBMITTALS ONLY						
4 Provide PE signed revision letter stating what specifically has changed and where (list sheet numbers in plans and calculations) - REVISIONS ONLY						
5 Provide Aquatic Resources Alterations Permit (ARAP) tracking number as required.						
Plan Requirements:	Example: Calcs - pg.1		These Columns For MWS & Contracted Reviewers Use Only			
	N/A	Plans / Calcs / Project Docs - Page #	Yes	No	N/A	MWS & Contracted Reviewer Comments
6 Plan sheets shall be 24" x 36"						
7 Cover sheets shall be provided with the following items:						
a. Vicinity map with all adjacent streets shown & labeled with North arrow						
b. Parcel IDs						
c. Table of Contents						
d. Council Person & District						
e. FEMA Map, Panel Number, Date, & Flood Zone						
f. Total site acreage with total disturbed area						
8 All applicable plan sheets shall be to scale with an graphical engineer scale bar and North arrow (vertical and horizontal).						
9 Show the horizontal datum (NAD83) and vertical datum (NAVD88) reference on the plans.						
10 Clearly show & label: existing and proposed property lines, easements (recorded / prescriptive), and right-of-way limits.						
11 Provide MWS Standard Public Notes.						
12 Existing and proposed contours must be shown at 2 foot intervals (maximum).						
13 Provide an existing conditions / demo plan indicating existing features, tree lines, and infrastructure to be removed, abandoned, or remain.						
14 Buffers shall be shown correctly or Hydrologic Determination (HD) approved by TDEC.						
15 Sinkhole limits shall be shown on plans.						
16 For sites within the floodplain / floodway, provide the following:						
a. 100-Year Elevation (in the plan & profile)						
b. 500-Year Elevation (in the plan & profile) {Critical Assets }						
c. Watertight Lids for Sewer Manholes (ventilation required for sections >1000' {See SDET004})						
17 Plan view shall show connection point(s) to existing system and shall be labeled with the existing MWS project number(s). (Retrieve from MWS-RAM@nashville.gov)						
Public Sanitary Sewer Plan Requirements:	Example: Calcs - pg.1		These Columns For MWS & Contracted Reviewers Use Only			
	N/A	Plans / Calcs / Project Docs - Page #	Yes	No	N/A	MWS & Contracted Reviewer Comments
18 Plan and profile shall include the following:						
a. Horizontal & vertical scales						
b. Existing & proposed grades						
c. Location of all utility crossings with clearances called out						
d. All manholes / appurtenances uniquely labeled						
e. All manholes / appurtenances properly stationed						
f. Top of casting (TC) elevations listed						
g. Invert in and out elevations listed (NO DROPS ALLOWED without MWS pre-approval)						
h. Existing upstream and downstream structures shown						
i. Pipe segments labeled with segment length, size, material, and slope						
j. Flow arrows on plan view						
19 All sewer line appurtenances (manholes, check valves, etc.) shall be stationed with incremental tick marks on the plan view (50' & 100' Maximum).						

Public Water Plan Requirements:		Example: Calcs - pg.1		These Columns For MWS & Contracted Reviewers Use Only			
		N/A	Plans / Calcs / Project Docs - Page #	Yes	No	N/A	MWS & Contracted Reviewer Comments
20	Provide insets for public hydrants, intersections, etc. at a scale of 1:10 maximum.						
21	All water line appurtenances (valves, blowoffs, fire hydrants, reducers, etc.) shall be stationed with incremental tick marks on the plan view (50' & 100' Maximum).						
22	Plan and profile shall include the following:						
	a. Horizontal & vertical scales						
	b. Existing & proposed grades						
	c. Location of all utility crossings with clearances called out						
	d. All fire hydrants uniquely labeled						
	e. All appurtenances properly stationed						
	f. Pipe segments labeled with segment size and material						
23	Proposed water main shall be located in pavement 5 feet off of the face of curb (or under pavement 3' off edge of pavement for sites without curb).						

Site Utility Plan Requirements:		Example: Calcs - pg.1		These Columns For MWS & Contracted Reviewers Use Only			
		N/A	Plans / Calcs / Project Docs - Page #	Yes	No	N/A	MWS & Contracted Reviewer Comments
24	A precon shall be held for public water and sewer prior to MWS approval. <input type="checkbox"/> Completed						
25	Provide decision letter(s) for water and sanitary sewer variances.						
26	Provide MWS Standard Private Notes.						
27	Provide insets for meters, backflows, etc. at a scale of 1:10 maximum.						
28	Plans shall show connection point(s) to existing system and shall be labeled with the existing MWS project number(s). - (Retrieve from MWS-RAM@nashville.gov)						
29	Private sanitary sewer service shall meet the following requirements:						
	a. Perpendicular tap connection(s)						
	b. 6" or greater tap connection(s)						
	c. 8", 10 units of flow, or greater connect to manholes						
	d. invert elevations at connection point(s) listed						
	e. Slope 1% or greater						
	f. Cleanout(s) 10' from main or at ROW limit						
30	Show grease traps on plans.						
31	Provide minimum First Floor Elevations (Min. FFEs)						
32	Private water service shall meet the following requirements:						
	a. Perpendicular tap connection(s)						
	b. Same size or smaller tap connection(s)						
	c. Configuration details in general conformance with standard schematics						
	d. Backflows above ground, outside, and accessible from public ROW (or provide an approved variance)						
33	Meters shall be placed adjacent to ROW (on property side).						
34	Cut & Cap all unused services at main.						

Water and Sewer Calculations:		Example: Calcs - pg.1		These Columns For MWS & Contracted Reviewers Use Only			
		N/A	Plans / Calcs / Project Docs - Page #	Yes	No	N/A	MWS & Contracted Reviewer Comments
35	Provide public sewer calculations for the following (if applicable):						
	a. Gravity						
	b. Force Main (low or high pressure)						
	c. Pumpstation						
36	Provide a current two hydrant flow test excel sheet (the original test shall be included).						
37	Provide public water calculations for the following (if applicable):						
	a. Fire Hydrant						
	b. Water Main						
	c. Pumpstation						

Engineer's Statement:
 In addition to the items listed on the Transmittal Form, I hereby certify that this submittal provides all items listed on the Technical Review Requirements and the location of these items are correctly noted.
 Reviewed by Engineer: _____ Checked by Engineer: _____

TO BE COMPLETED BY MWS DS: A technical review of the subject project has been performed by MWS DS. This submittal has been deemed: _____ TR# _____
 MWS Reviewer: _____ Email: _____