



Water Distribution System Permit Submittal Checklist

Office of the City Engineer

2201 University Boulevard
 Tuscaloosa, AL 35401
 (205) 248-5380 or oemail@tuscaloosa.com

Project Name: _____

Engineer of Record: _____

This checklist must be submitted with every Water Distribution System Permit Application. All items on the checklist shall be addressed. If the item is not applicable to this project, check the box next to the item labeled "N/A." **If one of these items is missing from the submittal without a valid explanation, the entire submittal will be rejected.** Note that this checklist is not intended to be all-inclusive, and fulfillment of this checklist does not alleviate the obligation of the designer to meet all City of Tuscaloosa codes, regulations, ordinances, and specifications. The purpose of this checklist is to facilitate a more efficient plan review process for the designer and the review team.

Description	Check	N/A	Comments
Water Meter Permit Application – Service Fees Due. Note: If application has been submitted online, please note in the comments section.			
WDSP Performance Calculation Form			
Engineer of Record Stamped Construction Plan(s)			
<ul style="list-style-type: none"> • Applicable City of Tuscaloosa Standard Details (on COT Border) 			
<ul style="list-style-type: none"> • Show Required and Existing Easements 			
<ul style="list-style-type: none"> • Irrigation Meter, if applicable 			
Flow Test and Hydraulic Analysis Submittal			

City of Tuscaloosa - Standard Water Distribution System Notes for Construction Plans

Note - The following notes shall be included on the construction plans:

1. Contractor shall be responsible for tapping of existing water mains. City of Tuscaloosa Representative shall observe the tapping. Tapping sleeves shall be blocked to prevent stresses on the mains during tapping. Tapping Sleeves shall be pressure tested prior to tapping of existing water mains.
2. Water System Expansion to be accepted for maintenance by the City of Tuscaloosa should be performed in accordance with the City of Tuscaloosa Water Distribution System Engineering Standards.
3. Preconstruction Meeting with City of Tuscaloosa – Office of the City Engineer prior to beginning public side water system expansion. Water Meter purchase and Materials submittal review and approval will be required prior to scheduling of WDSP preconstruction meeting.

Engineer of Record's Signature: _____

Date: _____