



**TOWN OF QUEEN CREEK  
COMMUNITY DEVELOPMENT DEPARTMENT  
ENGINEERING DIVISION**

**SEWER PLAN REVIEW CHECKLIST**

PROJECT: \_\_\_\_\_

LOCATION: \_\_\_\_\_

LEGEND

✓ = Compliance

○ = Non-Compliant

N/A = Non Applicable

REVIEW BY

DATE

ITEM

REQUIREMENT

COMMENTS

- |                          |   |  |
|--------------------------|---|--|
| <input type="checkbox"/> | 1. The First Submittal of the Sewer Plans shall include, at a minimum, sewer plan sheets, details, and an Engineer's Sewer Design Report. |  |
| <input type="checkbox"/> | 2. The Sewer Plans shall be submitted on 24" x 36" sheets bound or stapled in sets.   |  |
| <input type="checkbox"/> | 3. Each sheet of the Sewer Plans must be signed and sealed by the Engineer preparing the plans.   |  |
| <input type="checkbox"/> | 4. The minimum height of all text, numbering, and lettering shall be 0.1" (one-tenth of one inch)   |  |

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ITEM	REQUIREMENT	COMMENTS
<input type="checkbox"/>	5. If an easement or right-of-way (ROW) dedication or abandonment is required by separate instrument, the following exhibits and/or information must be provided with the easement document. <ul style="list-style-type: none"><li>• The subdivision name</li><li>• The type of easement</li><li>• The reason or purpose of the easement or ROW and why it is required</li><li>• A Vicinity Map showing the major cross streets</li><li>• The legal description sealed by an R.L.S.</li><li>• A Detail or Plot Map showing the easement or ROW location and alignment with dimensions and bearings, true Point of Beginning, Section, Township, and Range.</li><li>• Current Title Report.</li></ul>	
<input type="checkbox"/>	6. Include an approval block for the Town Engineering Manager and Maricopa County Environmental Services (or ADEQ if in Pinal County). County approval and signature is required prior to the Town's Engineer's signature.	
<input type="checkbox"/>	7. Sewer Payback Fees are required. (Queenland Manor Subdivision & High School)	
<input type="checkbox"/>	8. Show the required Town of Queen Creek sewer specifications with <u>general notes</u> and <u>construction notes</u> .	
<input type="checkbox"/>	9. Note the type of sewer pipe used.	
<input type="checkbox"/>	10. Note that all materials used and installation shall conform to Maricopa County MAG Standards and Specifications.	
<input type="checkbox"/>	11. Provide a detail that show the separation requirements between sewer and waterlines which conform to State Health Code Standards.	
<input type="checkbox"/>	12. Include a sewer trench detail showing at a minimum the following information: width of trench, depth of bedding below and above pipe, type of bedding (conform to MAG Stds. & Specs.), bedding compaction requirements, backfill type, minimum backfill density, position of locator tape, and type of proposed pipe.	
<input type="checkbox"/>	13. If sewer trench exceeds a 10 ft. depth, provide notes on the trench detail that the contractor shall excavate and backfill to comply with OSHA Standards and Guidelines.	
<input type="checkbox"/>	14. Note that the sewer laterals shall be installed per County Standards or the Serving Agency Standards, whichever is most restrictive.	
<input type="checkbox"/>	15. Index map with sheet layout and numbers, street names, flow arrows, phase limits and numbers, existing and proposed sewer systems including pipe sized, manhole and cleanout locations.	

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ITEM	REQUIREMENT	COMMENTS
<input type="checkbox"/>	16. A Vicinity or Site Location Map.	
<input type="checkbox"/>	17. A "Utility Coordination Block" shall be included on the cover sheet showing the names of the utility companies servicing the area of development and the dates plan were submitted to them.	
<input type="checkbox"/>	18. Provide a Quantities Table of estimated construction materials. A completed Certificate of Quantities Form, signed and sealed by the Engineer, shall be submitted for final approval.	
<input type="checkbox"/>	19. The name of the proposed development; the Developer's and Engineer's name, address, and phone.	
<input type="checkbox"/>	20. Provide or reference a Sewer Service Tap Detail and a Sewer Lateral Detail.	
<input type="checkbox"/>	21. A North arrow and 4 inch graphic scale must be shown on each plan sheet. Horizontal and vertical scales must be shown on both plan and profile views.	
<input type="checkbox"/>	22. Match lines, with stationing and sheet references, must be shown on each sheet as applicable.	
<input type="checkbox"/>	23. Phase limits and numbers, if applicable, must be shown on each sheet as applicable sheet.	
<input type="checkbox"/>	24. Existing storm drainage facilities such as retention basins, catch basin, scuppers, and storm drain pipes must be shown on plans.	
<input type="checkbox"/>	25. Existing buildings and other significant structures must be shown on the plans.	
<input type="checkbox"/>	26. All existing and proposed sewer lines must be shown in both plan and profile views. The proposed finish grade shall be shown on the profiles with elevations and with the existing ground line.	
<input type="checkbox"/>	27. Dimensional ties, station and offset from the street centerline, must be provided for all existing sewer lines being tied to.	
<input type="checkbox"/>	28. Service stubs to platted lots within the subdivision for underground utilities shall be placed to the right-of-way line or the public utility easement whichever is greater.	
<input type="checkbox"/>	29. Sanitary sewer lines shall be extended to the boundaries of the plat to provide service connections to abutting unsubdivided land. A sewer stub-out must be shown at each manhole adjacent to undeveloped property, unless otherwise justified.	

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ITEM	REQUIREMENT	COMMENTS
<input type="checkbox"/>	30. All sewer lines shall be parallel to property lines or center line or as close to parallel as possible. They shall be located 6 ft. From centerline, as a guideline, and shall not cross the street centerline except in special cases approved by the Town Engineer.	
<input type="checkbox"/>	31. All sewer lines shall have a minimum of 4 ft of cover	
<input type="checkbox"/>	32. All sewer lines shall not be placed in less than a 20 foot easement	
<input type="checkbox"/>	33. Unless otherwise specified, all gravity sewer lines shall be constructed of SDR 35 PVC pipe conforming to ASTM D 3034.	
<input type="checkbox"/>	34. A sewer line shall be constructed of an unbroken length of ductile iron pipe or concrete encasement for a distance of at least 6 ft. in each direction when the sewer line crosses a water pipe that is less than 2 ft above the sewer line. See MAG Std. Detail 404 for applicability .	
<input type="checkbox"/>	35. Manholes shall be constructed as follows: <ul style="list-style-type: none"><li>• At all changes in grade</li><li>• At all changes in alignment</li><li>• At all connections from Private Sewers</li><li>• At lateral connections from some commercial buildings (at Town Engineer's discretion)</li><li>• At all connections where the sewer line size changes.</li></ul>	
<input type="checkbox"/>	36. The maximum manhole spacing for all sewers (8' - 15") is 500 ft. Manholes shall be numbered consecutively and the numbers indicated on the plans.	
<input type="checkbox"/>	37. Manhole elevation drops shall be at a minimum the following: <ul style="list-style-type: none"><li>• 0.00 ft drop across manholes</li><li>• 0.10 ft. drop on angles</li></ul>	
<input type="checkbox"/>	38. Manhole size to be as follows: <ul style="list-style-type: none"><li>• All sewer main lines— (8" and larger) require a 5 ft. diameter manhole with a 30" frame and cover per MAG STDs.</li></ul>	
<input type="checkbox"/>	39. Connecting sewers in a manhole may have a maximum of a 12 inch drop (flow line to flow line).	
<input type="checkbox"/>	40. Manholes shall never be located in retention basins.	
<input type="checkbox"/>	41. All manholes in washes shall be a minimum of 6 inches above finished grade but shall not exceed 2 ft. The actual wash topography and flow characteristics will dictate this height.	
<input type="checkbox"/>	42. Watertight manhole covers conforming to MAG Standard Detail 423 shall be provided for all manholes in washes, unpaved areas, and for those manholes in a direct path of surface runoff or ponding.	

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ITEM	REQUIREMENT	COMMENTS
<input type="checkbox"/>	43. A cleanout shall be put on the end of a line that will not be extended. The spacing to the cleanout shall not be more than 100 feet. If the spacing from the manhole exceeds 100 feet, a manhole shall be required.	
<input type="checkbox"/>	44. Sewer taps in manholes shall be constructed with the tap invert 4 inches above the highest sewer invert at the manhole.	
<input type="checkbox"/>	45. When sewer lines of different sizes enter the same manhole, the smaller pipe shall not have its crown lower than the crown of the larger pipe (same level of higher).	
<input type="checkbox"/>	46. All sewer laterals shall be constructed to the lot line. A plug or a cap must be installed at the end of each lateral with a 2x4 installed vertically from the plug of cap up to 2 ft. above grade and identified per MAG Stds.	
<input type="checkbox"/>	47. No sewer tap shall have less than 3 feet of cover over its crown at the property line or easement line.	
<input type="checkbox"/>	48. Proposed sewer tap locations with <u>stations</u> are to be shown for each lot on all plans, but may be changed in the field with Town Engineer approval.	
<input type="checkbox"/>	49. All abandoned sewer taps must be capped.	
<input type="checkbox"/>	50. All crossing of the following existing and proposed utility lines must be shown in both plan and profile views. The outside pipe elevations should be shown to indicate available clearances. <ul style="list-style-type: none"><li>• Water and sewer</li><li>• Reclaimed water (4' or larger)</li><li>• Telephone, electric, gas, cable, and other buried utilities where appropriate.</li></ul>	
<input type="checkbox"/>	51. The sewer line slope must be shown and shall meet the minimum state (ADEQ) requirements.	
<input type="checkbox"/>	52. The following general information is required on profiles: <ul style="list-style-type: none"><li>• Scale: horizontal and vertical</li><li>• Profile of proposed sewer with slopes</li><li>• Profile of existing ground (dashed) and finished grade (solid) at location in which the sewer line is to be constructed</li><li>• Stationing at bottom of profile</li><li>• Profile of waterline and slopes with encasement limits</li><li>• Manholes with stations and elevations at centerlines of manhole</li></ul>	

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ITEM	REQUIREMENT	COMMENTS
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|--------------------------|---|--|
| <input type="checkbox"/> | 53. The following statement shall be a standard Engineering Stipulation for projects not abutting to an existing Town Sewer Main: |  |
|--------------------------|---|--|

If Developer wishes to proceed with development prior to the time that adequate funding is available to Town to complete the design and construction of the Sewer Collection System, Developer may elect to design and construct the Sewer Collection System at Developer's sole cost, and request to enter into a reimbursement agreement pursuant to Article 16-3 of the Town Code.

***PLEASE RETURN THIS CHECKLIST WITH THE NEXT SUBMITTAL***