



**Pima County  
Regional Wastewater Reclamation Department  
Connection to Existing Sewer Approval  
Administrative Review Checklist**



Document # DLU 13-\_\_\_\_\_ Project Name \_\_\_\_\_

Project Contact \_\_\_\_\_ Contact Phone Number \_\_\_\_\_ Email: \_\_\_\_\_

Prior to processing and issuing permits the following must be provided prior to PCRWRD staff in addition to the building plan set. Plan reviews cannot occur until all the required documents are provided to the department. All references below are to Pima County Code.

	Plan number and Date Approved	Complete or Not Complete or NA
An Approved Plan from PCRWRD showing the Point and Method of Connection to Public Sewer (§13.20.040 D)		
If installing a grease trap, written approval from PC Industrial Wastewater Control (§13.036)		
Type III Sewer Capacity Letter (§13.20.026)		
Plumbing sheet of building plan set shows: <ol style="list-style-type: none"> <li>1. Size, location and identification number of <u>existing meters</u> and size and location of new meters</li> <li>2. Size, location a Size, location and identification number of existing meters and size and location of new meters</li> <li>3. Tabular listing of existing and proposed Water and Wastewater FUE (§13.20.040 A)</li> </ol>		

PCRWRD Staff Circle one

**Administratively Complete**

**Administratively Incomplete**

\_\_\_\_\_  
PCRWRD Staff Signature  
Chad Amateau 740-6547  
Gerry Koziol  
Erica Sanchez

\_\_\_\_\_  
Start Date

\_\_\_\_\_  
Date Returned