



**Pima County
Regional Wastewater Reclamation Department
Public Sewer Construction Permit
Administrative Review Checklist**



Project Name _____ Ref # _____
 Contact Person _____ Date Received _____
 Phone _____ Email _____
 Start Date _____ Return Date _____

Administrative Completeness review for RWRD Construction Permits

- Completed & signed permit application
- 5 sets of Approved plans
- Completed & signed construction bid sheet
- Construction Authorization from PDEQ
- Valid Registrar of Contractors license (A, A12, C-37(R), KA, K80)
- Certificate of insurance
- Connection fees paid
- Proof of easement recordings
- Sewer Service Agreement signed (if applicable)

Your application for a Public Sewer Construction Permit has been received by RWRD and has been determined to be:

- COMPLETE** - the substantive review will begin immediately.
- INCOMPLETE** - please provide missing information and re-submit for administrative review.

 Denice Elie / Roy Montoya
 Customer Connections & Permits
 201 N Stone Ave 1st Flr.
 Tucson, AZ 85701
 520-740-6369

 Date