



**Pima County  
Regional Wastewater Reclamation Department  
Sewer Improvement Plan Acceptance  
Administrative Review Checklist**



Project Name \_\_\_\_\_ Ref # \_\_\_\_\_

Contact Person \_\_\_\_\_ Date Received \_\_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_

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

**Administrative Completeness review for RWRD Sewer Improvement Plan Acceptance.**

- Comment Letter or Approval Letter from Preliminary Sewer Layout process prepared by RWRD, 1 copy
- Sewer Improvement Plan Substantive Review Checklist, signed, sealed, 1 copy
- Sewer Improvement Plan, 1 copy, rolled
- Type III Sewerage Capacity Allocation Request, 1 copy
- Review Fee Payment; make checks payable to Pima County Treasurer.  
     Fee for First Submittal is \$166 base fee plus \$50 per sheet.  
     Fee for Second Submittal is \$50 per revised sheet.

Your application for Sewer Improvement Plan Acceptance 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.

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 Intake Specialist  
 Chad Amateau  
 Gerry Koziol  
 Erica Sanchez  
 520-740-6547

\_\_\_\_\_  
 Date  
  
 Regional Wastewater Reclamation Department  
 201 N. Stone Ave, 1st Floor  
 Tucson, AZ 85701