

Auburn Water System

Subdivision Review Process

For Plan Review

- Transmittal letter-lists all documents and fees submitted-copy to AWS Engineer.
- Developer provides Okaloosa County Service Provider Report for AWS signature
- \$500 processing fee-copy of receipt to office manager and operations manager
- \$75 per lot review and inspection fee- copy of receipt to office manager and operations manager
- Three (3) sets of plans signed and stamped by the project engineer-sent to AWS Engineer.
- Hydraulic calculations-sent to AWS Engineer.
- Letter from AWS to County Growth Management acknowledging of plan submittal for review
- 25% of Capacity replacement fees (\$312.50 per lot) collected when DEP permit is submitted to AWS for signature- copy of receipt to office manager and operations manager
- D.E.P. permit application is signed by AWS- after approval by AWS engineer- and given back to engineer/developer. Copy of DEP application to AWS Engineer.
- Final 75% of capacity replacement fee (\$937.50 per lot) is due when contractor requests pre-construction meeting with AWS. A 5% penalty (\$62.50 per lot) is applied if the contractor provides notice the materials are on site for construction of the water infrastructure and ready for AWS inspection and no preconstruction meeting has been scheduled.

For Final Construction Approval

- Letter of concurrency for fire flow from AWS to Bob Sutera-Okaloosa County
- One (1) set of approved plans (by PMA) for AWS to use with inspections
- D.E.P. Permit copy needed for AWS files
- Okaloosa County Right of Way Permit
- DOT right-of-way permit if applicable –DEP wetland permit if applicable
- Preconstruction meeting with project engineer and contractor
- Cost breakdown and inspection of materials (note: cost breakdown determines bond amount so these figures need to be run by AWS Engineer before we accept)
- 48 hour (2 working days) notice required before construction commences

Final Acceptance

- Copy of bacteriological samples
- Copy of pressure tests approved by project engineer
- D.E.P. request for clearance prepared by project engineer for AWS signature.
- D.E.P. clearance letter received from D.E.P. acknowledging clearing line for use
- Walk-thru inspection by AWS. Any deficiencies noted by AWS must be corrected prior to acceptance
- As-built drawing signed and stamped by the project engineer-cd of as-built drawings
- Surety bond, letter of credit or cd, based on 25% of the cost of material breakdown list
- AWS final acceptance-letter of acceptance to Okaloosa County Growth Management
- Final Plat signed
- Collection of tap fees from home builder or end user

Approved 11/20/06

Implemented 1/01/07 Commercial 500.00 base and \$10.00 per 1,000 sq feet.

Amended 7/16/07

Revised June 2010

