



# Sketch Plan Checklist

(To be used as a guide only and not all inclusive of design requirements)

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## DECLARATION AND SIGNATURE

I declare that all information provided is complete per the checklist above to the best of my knowledge and belief. I understand if information has not been included as required by this checklist, staff reserves the right to request additional information which may result in delays in review and/or additional review cycles.

Signature of Licensed Design Professional: \_\_\_\_\_

Name of Design Professional (Print): \_\_\_\_\_

Date: \_\_\_\_\_

## General Requirements

- Provide a formal project name (not road or developer name).
- Sketch Plan submittal size shall be 1-2 sheets, 24" x 36" with a maximum scale of 1" = 200'
- Provide the name, address, phone number, and email address of the developer, owner, and engineering firm along with the submitting engineer's name.
- State planning jurisdiction and provide reviewing planner's contact information.
- Show overall development with water and sewer plan feasibility and any phases delineated if applicable.
- Do not use keynotes
- Note: Any resubmittals require clouded revisions and comment response letter.

## Plan Requirements

- NC Professional Engineer Seal, Signature and Date.
- Provide scale bar and label scale.
- Draw North Arrow
- Minimum text height 1/8-inch
- Provide a vicinity map.
- Delineate the property of the proposed development with bold lines.
- Identify the property to be developed and the adjacent properties by owner's name tax map, lot number, deed book and page number. Label streets within the sketch plan's extent by street name, row width, state route number (if NCDOT maintained) and state who owns the row (NCDOT, Municipality, or Private)
- State the nature of the development. Include the number of proposed lots or units, square footage, proposed construction, and phases as applicable.
- Show any wells and/or septic systems.

## Water Considerations

- Show existing water main size and approximate location. Show proposed water main size and tie in point to proposed development.
- State and show the estimated consumption of flow volumes for domestic water, irrigation and fire flow.
  - Residential units shall base water capacity requested on the number of units planned per rule .0409 service connections.
  - Commercial and industrial developments shall state water consumption as total gallons per day per rule .0409 service connections. If the usage does not exist in rule .0409 wastewater design flow rates rule .0114 may be used.
- List the proposed number of domestic meters, irrigation meters, and fire lines. State if the meters proposed will be used as master meters.
  - Meters 2-inch and larger must justify use by providing calculations of requested flow in gallons per day and peak flow in gallons per minute. To qualify for a 2.0-inch or larger meter the peak demand must exceed the maximum continuous safe flow provided in separate Meter Sizing document.
  - Note: UCW reserves the right, at its discretion, to make the final determination of use of master or individual meter sets.



## Sewer Considerations

- Show existing sewer main and approximate location. Show proposed sewer main size and tie in point to proposed development.
- State and show the estimated consumption of flow volumes for sewer.
  - Residential units shall base sewer capacity requested per Union County Water's Flow Reduction Letter for 12 Mile Creek WRF and Crooked Creek WRF.
    - Townhomes and Apartments use bedroom counts – 1bdm 140 GPD, 2 bdrm 140 GPD, 3 bdrm 210 GPD, 4bdm 280 GPD.
    - Single Family Homes – Use average of 4 bdrm at 280 GPD.
  - Residential units served by Charlotte Water's 6-mile pump station will need to base estimated consumption per Charlotte Water's Flow Reduction letter at 190 GPD.
  - Commercial and industrial developments shall state sewer consumption as total gallons per day per rule .0114 wastewater design flow rates.
- State the quality of wastewater (domestic, commercial, or industrial) to be delivered to Union County Water for treatment. Provide the name of the treatment plant that will serve the project.

