

**CHEROKEE COUNTY WATER AND SEWERAGE AUTHORITY  
WATER SYSTEM PLAN REVIEW PROCESS**

1.	Contact Authority's G.P.S. Coordinator at 770-591-7156, ext. 4.
2.	Developer shall deliver three copies of Preliminary Plans to G.P.S. Department for determination of availability of water supply. Preliminary Plans shall include the portion of the county tax maps highlighting the land to be developed, the type of development, the number of units, the tie-in location, and the general plan for water supply. Include all land to be developed. (See Section 202.)
3.	Along with submittal of Preliminary Plans, the Developer shall pay the fee for the water flow and pressure test. (Currently \$250)
4.	Authority shall conduct the water flow and pressure test to determine the adequacy of water supply for the development. An adequate supply of water for the proposed project must be available prior to the submittal of Construction Plans unless the Authority grants an exception.
5.	The Authority shall contact the Developer with the results of the water flow and pressure test and instruct the Developer as to whether or not Construction Plans may be submitted.
6.	If water is available, the Developer shall submit six paper copies of Construction Plans to the G.P.S. Coordinator for plan review, along with fee for water plan review (\$250 for initial water plan review; See Section 102.5 for plan review fee schedule notes.) The Construction Plans and required electronic data shall be prepared and submitted in accordance with the most current set of Water Standards. (SEE SECTION 202.) Plans shall be stamped by design professional as required. Include with the plans the NRCS Report of Technical Review. (See Section 102.6 for Plan Review Schedule.)
7.	Plan review comments and water main identification numbers assigned by the Authority shall then be returned to the Developer at the scheduled Plan Review Meeting.
8.	The Developer shall revise the Construction Plans per the initial plan review comments and shall identify the features shown with the assigned water main identification numbers.
9.	The Developer shall then submit six paper copies of the revised Construction Plans to the G.P.S. Coordinator for review. (Same Plan Review Schedule)
10.	If all of the required revisions have been made, the Authority will deliver a comment list stating "No Exceptions" to the Developer, thereby allowing the Developer to return to the G.P.S. Department to have plans stamped "APPROVED". The Developer can have as many sets of plans stamped "APPROVED" as he or she may need for construction, but the Developer shall submit a minimum of four new sets to the Authority for stamping and retention by the Authority for use during construction.
11.	After the plans have been stamped "Approved", and before beginning work on the water system for the project, the Developer shall arrange for a Pre-Construction meeting with the Chief Inspector. Included at the meeting shall be the Developer, the Design Professional that prepared the water plan, the water contractor, and Cherokee County representatives. The purpose of the meeting is to discuss the construction and inspection of the proposed development. Prior to the scheduling of the meeting, the Developer shall complete all water meter applications and pay all meter deposits and sewer tap fees.
12.	A Water Construction Permit shall be issued to the Developer at the Pre-Construction meeting. No water system construction shall be allowed until the permit is issued and displayed at the site. Prior to the issuance of the Permit, the Developer shall: a. Complete and submit the Ownership Form (Exhibit A) to the G.P.S. Coordinator. b. Forward a copy of all County and State permits and/or variances to the G.P.S. Coordinator. c. Obtain and record all necessary utility and ingress/egress easements and deliver a copy of all recorded easements to the G.P.S. Coordinator.
13.	When the project is completed, the Developer shall submit one copy of the recorded final plat and three copies of the "As-Builts" to the Authority's G.P.S. Department before any water meters are released to the project. (See Section 604 regarding the requirements for the "As-Builts".)
14.	After the water system is conditionally accepted by the Authority, the Developer shall maintain the water system for a period of one year. During this one year maintenance period, the Developer is responsible for various functions further detailed in Sections 108 and 603 of the Water Main Standards.
C.C.W.S.A. Chief Inspector / Plan Review Coordinator: Rodney Satterfield - Telephone = 770-479-9107 ext.225, Fax = 770-704-0053.	
C.C.W.S.A. Pumping System Manager: Randy Mitchell - Telephone = 770-591-7156, Fax = 770-928-6034, Cell = 678-313-6501	
C.C.W.S.A. G.P.S. Coordinator: Jeff Hooper - Telephone = 770-591-7156, Fax = 770-591-1092, Cell = 770-815-5623.	
C.C.W.S.A. Water Meter & Sewer Tap Fees / Water Flow & Pressure Tests: Ricky Dobbs - Telephone = 770-479-1813, Fax = 770-479-5563.	
C.C.W.S.A. Backflow Prevention / Devices: Greg Long - Telephone = 770-479-9107, ext. 228, Fax = 770-704-0053.	
C.C.W.S.A. Grease Traps / Dumpster Pads: Marty Rodgers - Telephone = 770-479-9107, ext. 227, Fax = 770-704-0053.	
C.C.W.S.A. Industrial Pretreatment of Sewage: Mike Morrissey - Telephone = 770-591-7156, Fax = 770-928-6034.	
Welker and Associates Plan Review: Jim Russell and Ken Thomason - Telephone = 770-422-1902, Fax = 770-426-5316.	