

**PIMA COUNTY DEPARTMENT OF ENVIRONMENTAL QUALITY**  
33 N. STONE AVENUE, SUITE 700  
TUCSON, ARIZONA 85701  
PHONE: (520) 724-7400

**PLAN REVIEW SUBMITTAL CHECKLIST FOR PUBLIC WATER SYSTEMS  
TO OBTAIN AN APPROVAL TO CONSTRUCT**

**Water Project Plans**

1. Submit 2 folded sets of water plans signed by the water utility and fire department. In addition to 2 folded sets of water plans, the following **ADDITIONAL SETS** of water plans, signed by the water utility and fire department, are required with the submittal for the following:
  - 1 additional folded set if PDEQ is performing **microbiological sampling or verifying the pressure test**;
  - 3 additional folded sets for **Oro Valley Water Utility** projects;
  - 4 additional folded sets for **Marana Municipal Water System and Vail Water Company** projects;
  - 6 additional folded sets for **Sahuarita Water Company** projects.

**Note:** PDEQ will retain one set of the approved plans and one set of the approved plans will be sent to ADEQ. In cases where more than two sets of plans are submitted, PDEQ will notify the water system when the additional sets of approved plans are ready to be picked up at 150 W. Congress, 1<sup>st</sup> Floor, Tucson, AZ.
2. Submit 2 Approval to Construct Water Project applications.
3. Submit a **check made payable to PDEQ** for the following water project review fee(s):
  - **\$500.00 for Water Line Extensions**;
  - **\$1,000.00 for Reservoir/Storage Tanks**;
  - **\$1,000.00 for Pumps/Booster Stations/Pressure Tanks**;
  - **\$1,000.00 for New Water Sources/Wells**;
  - **\$150.00 per site visit for PDEQ to perform microbiological sampling or verification of pressure testing.**

The fees are cumulative for a water project with more than one of the above facility additions or that will require PDEQ to perform the microbiological sampling or pressure test verification.

4. Submit 1 Design Report that includes Hydraulic Modeling if applicable (see note #5)
5. A letter from the City of Tucson Water Department, Metro Water or Oro Valley Water Utility stating that required storage and 20-psi will be maintained under all conditions of flow pursuant to A.A.C. R18-4-502 and R18-4-503 will suffice in lieu of a hydraulic modeling report. The letter must be based on the results of hydraulic modeling performed by the water utility, which may be requested by the department.
6. Designs and plans must meet the minimum criteria found in: Arizona Administrative Code Title 18, Chapters 4 and 5; and Engineering Bulletin No. 10, Guidelines for the Construction of Water Systems.

Websites: Arizona Department of Environmental Quality's web site is [www.adeq.state.az.us](http://www.adeq.state.az.us)

Arizona Administrative Codes can be found on the Secretary of State's web site at [www.azsos.gov](http://www.azsos.gov)

Pima County Department of Environmental Quality's web site is [www.deq.pima.gov](http://www.deq.pima.gov)

ADEQ's Engineering Bulletin No. 10 web site is [www.azdeq.gov/function/compliance/download/eb10.pdf](http://www.azdeq.gov/function/compliance/download/eb10.pdf)