



## RECYCLED WATER PLAN REVIEW, INSPECTION & APPROVAL PROCESS

### **INITIAL PLAN SUBMITTAL**

Provide to the Padre Dam Water District (PDMWD) the following items in order to initiate the review, inspection and approval process:

1. Two sets of the proposed recycled water irrigation plans (24"x36") and One CD (PDF).
2. One completed Onsite Recycled Water System plan review checklist.
3. Adhere to the standard notes and signature blocks contained within this packet.  
District application with an initial deposit of **\$3,000**. Inspection deposit shall be determined during second plan review.
  - Meter quotes are issued upon developer's request/application.
  - Title 22 Engineering Report fee shall be determined during plan review (or may be requested by the County of San Diego Department of Environmental Health).
4. County of San Diego Department of Environmental Health (DEH) application letter and plan check deposit fee of **\$459**. The check shall be made payable to "County of San Diego Department of Environmental Health".
  - [http://www.sandiegocounty.gov/content/sdc/deh/lwqd/lu\\_recycled\\_water.html](http://www.sandiegocounty.gov/content/sdc/deh/lwqd/lu_recycled_water.html)

### **PLAN REVIEW AND APPROVAL PROCESS:**

1. Padre Dam Water District (PDMWD) receives;
  - 1) Two sets of irrigation plans
  - 2) DEH application and fee from the customer/developer/contractor/engineer.
2. PDMWD will forward to DEH:
  - One set of plans
  - DEH application
  - DEH plan check deposit fee
3. PDMWD and/or Consultant will perform review of the plans and provide review comments back to the Landscape Architect.
4. DEH, following their review, will e-mail a "comments letter" directly to the Landscape Architect. PDMWD and Consultant will also receive a copy of the comments letter.

5. The Landscape Architect will incorporate PDMWD's and/or Consultant and DEH comments and resubmit to PDMWD or Consultant the updated plans along with all previous review comments. In addition, the Landscape Architect shall prepare and submit to PDMWD or Consultant a written response that addresses DEH comments.
6. PDMWD or Consultant will form an anticipated inspection cost and invoice the responsible billing party (as indicated on the application). A deposit covering the estimated inspection costs are required prior to plan approval.
7. PDMWD or Consultant will request mylar or bond copies of the originals once all comments have been incorporated.
8. Plans will be routed by PDMWD to DEH for approval signature.
9. Approval by DEH requires:
  - Landscape Architect response letter (see item 5).
  - One bond copy (see item 7)
10. Approval by PDMWD requires:
  - Check for inspection deposit made payable to "Padre Dam Water District" (see item 6).
  - One bond copy (see item 7) approved by DEH
11. Once approval has been granted, the Landscape Architect shall submit to PDMWD:
  - Two sets of approved drawings on 24x36 bond media (bond duplicate of the approved originals)
  - One set on CD containing tiff or PDF files of the approved plan.
  - **If final plans are not submitted to PDMWD within one year of initial submittal to PDMWD, the Developer's project application will be closed. The Landscape Architect will be required to resubmit per latest District standards with new review deposit fee for both PDMWD and DEH.**
  - For plans that are delayed by other agencies, Landscape Architect shall submit a letter of explanation to PDMWD prior to reaching the six months review period. The letter should include the project status and estimated schedule of next submittal.

**INSPECTION AND PROJECT ACCEPTANCE PROCESS:**

1. PDMWD or Consultant inspector will coordinate a pre-construction meeting at the request of the developer, a ten (10) working day notice is required to schedule meeting. Inspector will provide services to oversee the completion of the approved work.
2. A written quote for any recycled water irrigation meters required will be issued upon the developer's request and should be paid for by the time of final steps shown below.

3. Final steps for project acceptance include coordination with DEH:
  - Pay DEH Shutdown Test Application Fees (provide receipt confirmation to your PDMWD Inspector):  
[http://www.sandiegocounty.gov/content/sdc/deh/lwgd/lu\\_recycled\\_water.html](http://www.sandiegocounty.gov/content/sdc/deh/lwgd/lu_recycled_water.html)
  - Obtain Controller Charts from final As built
  - Pre-DEH Coverage Walk
  - Review Final As built
  - Punch List Items
  - DEH Shutdown / Coverage Test
  - 24 Hour Clock / 24 hour Irrigation shutdown
  - PDMWD/Consultant Acceptance Recommendation
  - Final Walks at Project Site
  - Meter Set Coordination / Meter Unlock /Consultant Project Close-Out
  - Pay any outstanding balance due on the account
  - PDMWD Project Acceptance & Close