



Englewood Water District
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PROPERTY DEVELOPMENT EWD SUBMITTAL PACKAGE LIST

1.) Preliminary Project Submittal Package to the District must include:

1. Project Submittal Form along with payment of the Plan Review Fee based on the estimated ERCs as follows:
 - a. **Small Project (0-10 ERCs):** \$500.00 Includes the 1st and 2nd Review; \$250.00 for Each Additional Review.
 - b. **Medium Project (11-100 ERCs):** \$1,500.00 Includes 1st and 2nd Review; \$500 for Each Additional Review.
 - c. **Large Project (100+ ERCs):** \$2,500.00 Includes 1st and 2nd Review; \$750 for Each Additional Review.
2. Four (4) sets of construction drawings (24" x 36").
3. One (1) original Department of Environmental Protection Permit (Water) applications, signed by the Owner/Applicant and Engineer of Record. EWD can provide plant/permit information to be inserted prior to submitting.
4. One (1) original Department of Environmental Protection Permit (Wastewater) applications, signed by the Owner/Applicant and Engineer of Record. Projects constructed in Sarasota County must be submitted to Sarasota County Air and Water Quality. Projects constructed in Charlotte County must be submitted to DEP/Fort Myers Office. EWD can provide plant/permit information to be inserted prior to submitting.

Once the preliminary review of the drawings is completed, a letter will be sent either approving the drawings or requesting additional items, noting corrections and/or changes to the drawings to meet EWD specifications.

If it is not blatantly obvious that the project does not require a Water or Sewer permit, please submit, in writing, a note from FDEP/DOH confirming that it does not.

If a Commercial project, the anticipated flow data/usage from historical records of similar facilities, or accepted standard published data must be provided. The Englewood Water District will review the flow information to determine the number of units (ERC's) and the Capital Capacity Charges for the Water and Wastewater Service Agreement.

If the project will be connecting to the District's vacuum sewer system and have five (5) or more valve pit installations, the Developer/Owner will be responsible to secure an AirVac Inspector to inspect and certify the system and pits.

Prior to DISTRICT approval of construction permits for submission to the Florida Department of Health and/or Environmental Protection, the Developer/Owner must enter into a Water and Wastewater Service Agreement with the DISTRICT. Agreements will be prepared by the Utility and signed by the Developer/Owner prior to DISTRICT execution. Payments for Capital Capacity Charges are due before the DISTRICT will sign off on the DEP or Health Department Certification of Completion of Construction of the water and/or wastewater utility system(s).

2.) Secondary Project Submittal Package to the District must include:

1. One (1) set of revised construction drawings (24" x 36") for review of the required corrections/changes.
2. One (1) response letter addressing EWD's comments to the initial set of drawings.

3.) Final Project Submittal Package to the District must include:

1. Six (6) sets of final construction drawings (24" x 36"). The District will keep four (4) sets if you need more than two (2) back, adjust your submittal accordingly.
2. One (1) pdf copy of the completed construction drawings.

Once the drawings meet EWD specifications and the Developer's Agreement has been executed, the drawings will be stamped "APPROVED" and the permit applications will be signed. The approved drawings must be used by the Contractor for the utility installation. Should FDEP or the County require changes to the approved construction drawings, EWD must be notified of those changes. Depending on the change(s), EWD may request revised sheets at that time.

3. Shop Drawings MUST be submitted to, and reviewed by, EWD prior to the start of construction.