



## Newton County Water & Sewerage Authority Project Review and Approval Process

(This guidance represents a condensed version of NCWSA Standards found at: <https://ncwsa.us/departments/engineering/>)

1. Before rezone applications or development of plans, NCWSA recommends an early visit to discuss significant connections or extensions to NCWSA's water and wastewater infrastructure.
2. Owner / Developer should complete and submit applications for water and / or wastewater lines and facilities. Concept or preliminary plans may be discussed relating to water / sewer availability.
3. In response to Item 2, NCWSA will determine if there is adequate water and wastewater treatment and transmission capacity to serve the project / development and issue a Letter of Availability.
4. The Owner / Developer shall prepare and submit to NCWSA for review, water and wastewater infrastructure plans designed under the oversight of a Professional Engineer registered in the State of Georgia. Proposed easement agreement(s) and exhibit(s) must accompany the plans.
5. NCWSA will review the plans and applications for compliance with the NCWSA Water and Wastewater Standards and Specifications.
6. NCWSA will return comments and requested corrections to the Owner / Developer or Agent.
  - a. The Design Professional should correct the plans as required and resubmit.
  - b. If no further corrections are required, proceed to No. 7.
7. Once approved, the Owner will contact NCWSA at (770) 385-3923 and schedule a preconstruction meeting. Project approval is valid for one year. The Owner / Developer and the Georgia Licensed Utility Contractor shall attend a preconstruction meeting at NCWSA Office before initiating water and sewer construction.
8. The Inspector will routinely inspect for conformance to approved Plans and Standards. (See Required Inspections for Water and Sewer facilities.). Contractor will request any and all proposed changes to NCWSA who will review and approve, or reject.
9. At completion of all construction, successful testing, and start-up of all lines and systems, a final Punch List walk-through will be scheduled by the Owner / Developer and observed / approved by the Inspector.
10. The Owner / Developer will submit "as-built" drawings and all project documentation, including costs of construction, to the Authority for review and acceptance.
11. The Authority will sign the Final Plat or approve Certificate of Occupancy whereby all new facilities are donated to the Authority and all easements and stipulations are recorded. A 1-year maintenance bond insuring the improvements shall be provided. The 1-year operation and maintenance period begins on this date.
12. The Project is complete after a 1-year period of satisfactory performance and final inspection by the NCWSA.