



APPLICATION CHECKLIST

PLUMBING ONLY

SUBMITTAL REQUIREMENTS – completed online portal application with uploaded files below

INTERIOR PLUMBING REPAIR OR REPLACE

Interior Plumbing Plan

- Include location of water, sewer, gas lines to be repaired or replaced
- Provide piping length, material types(s), sizes and attachment details for water, gas, sewer
- Gas Repairs: Provide BTU's and total developed length of piping at all gas appliances

NEW GAS YARDLINE - OR - REPAIR OR REPLACE EXISTING GAS YARDLINE

Site Plan

- Parcel lot lines and address
- Existing structures, fences and retaining walls
- Existing utilities, easements, and setbacks
- Location of utility meter
- Location of connection to house
- Show required dielectric union and house side shut-off
- Location of all existing yardlines
- Identification of new proposed gas yardlines and/or replacement sections of existing gas yardlines
- Show piping material length, type and sizes

NEW GAS APPLIANCE

Floor Plan & Supporting Documents

- Location of new gas appliance
- BTU's and total developed length of piping at all gas appliances, combustion air calculation
- Appliance cut sheets
- Manufacturer specifications and installation instructions

WATER HEATER CHANGE OF FUEL TYPE

Floor Plan & Supporting Documents

- Location of new water heater
- Location and sizing of new fuel/electric lines, shut-off/disconnects and breakers
- Appliance cut sheets
- Manufacturer specifications and installation instructions

REPAIR OR REPLACE WATER OR SEWER YARDLINE (not for new connections)

Site Plan

- Parcel lot lines and address
- Existing structures, fences and retaining walls
- Existing utilities, easements, and setbacks
- Water – Locations of water meter box/yoke, yardline (from meter to structure), shut-off valve, and pressure regulator per COP Std Detail 316P
- Sewer – Locations of stub out (from main line tap), yardline (from the structure to stub out), clean out, and backwater valve per COP Std Detail 440P-3

Additional Permits or Supporting Documents may be needed; contact other divisions to determine requirements

NOTE: If yardline work will extend into the City Right-of-Way, a separate ROW permit will be required

- ❖ Public Works Engineering, ROW and FEMA Floodplain: 928-777-1405, Option 3
- ❖ Fire Sprinklers and Wildland Urban Interface (WUI): 928-777-1445, Option 3

Notes:

Applicant:	Property Address:	Permit #
Contractor:	Contractor ROC#:	Date Submitted: