



PORTLAND DEPARTMENT OF UTILITIES (PDU) DESIGN REQUIREMENTS

Please include the following information on the Construction Plans Submittals. **DO NOT** submit separate plans for Portland's Department of Utilities and Planning to review. It needs to be one, complete submittal.

The following checklist must be completed and submitted through the IDT Portal. *Incomplete packets shall result in a delayed review by Staff.*

	Included	Not Included	Not-Applicable
1. Approval stamp on the Cover Page of the plans:			
<div><div>PORTLAND DEPARTMENT OF UTILITIES APPROVAL STAMP: The Water and/or Sewer Plans have been reviewed and approved for construction. _____ Portland Dept. of Utilities Representative Date</div><div><input type="checkbox"/><input type="checkbox"/><input type="checkbox"/></div></div>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
2. Submit the PDU approved Capacity Letter with your IDT submittal of the Construction Plans/Plat.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
3. Plans must be stamped by a Tennessee registered engineer.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
4. Include PDU STANDARD NOTES on the Plans.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
5. Must use most-current PDU Details on the plans, uploaded on the City's website.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
6. Show all P.U.D.E.'s* on plans. Provide PDU with a copy of the recorded easements, if no Final Plat has been recorded.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
7. Provide existing and proposed site contours at an interval no greater than two (2) feet and no less than one (1) foot apart.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
8. Provide a project Benchmark for all Sewer Plans, with TN NAD 1983 state plane coordinates.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

*Public Utility & Drainage Easement

**Public Utility Easement

	Included	Not Included	Not-Applicable
9. Provide stationing for water and sewer mains.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
10. Show a plan view of the entire development (i.e. entirety of the lots on one sheet)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
11. For all subdivisions show proposed lot lines, lot numbers, and E911 addresses.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
12. Provide project description on cover. State the total linear feet of proposed water and/or sewer mains, diameter of pipes, type of pipe, number of manholes, total number of proposed lots, and the total existing services to be moved to new mains.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
13. Provide an approved permit for all proposed PDU utility crossings from the appropriate agencies. (i.e. Gas Companies, CSX, TDEC, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
14. Include all proposed and existing utilities within and adjacent to the proposed development.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
15. Plan and Profile Sheets must be provided for all water and sewer mains.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
16. Provide profiles for all open-cut or dry bore & jack road crossings. Include easements for bore pit and receiving pit.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
17. Show profile on sewer services for commercial and industrial properties.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
18. Show all existing and proposed utilities, including storm pipes on plan and profile sheets.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
19. Show plan view enlargements for all tie-ins (i.e. proposed water main tying to existing water main).	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
20. Provide profile of creek and/or ditch crossings.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
21. All utility mains must run parallel to street rights-of-way or within parallel P.U.E.'s**. Utilities may only run along property lines within P.U.E.'s** where approved by PDU.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
22. Show all proposed sewer and water services.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
23. All waterline replacement/extensions in the county shall be installed within a Public Utility Easement on the property being subdivided.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Included	Not Included	Not-Applicable
24. Extend all water mains for future road stub-outs, with end-of-line hydrant or auto flusher as directed by PDU, so adjacent properties can connect in future.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
25. All waterline replacement projects tying back into an existing main shall be done as per the PDU end of line connections details, W-15 or W-16.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
26. Within City Limits, install Fire Hydrants every 500 feet and at every roadway intersection	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
27. All dead-end waterline extensions shall be installed as per detail W-21.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
28. For water booster stations, include all information associated with the station. (i.e. flow & pressure requirements, make, model, piping, pad, enclosure, electrical, telemetry, etc.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
29. All sewer main extensions are reviewed as per TDEC Design Criteria for Review of Sewerage Works Construction Plans and Documents Checklist. Submit the completed TDEC Checklist with IDT submittal for project.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
30. Extend all sewer mains for future road stub-outs, with end-of-the-line manhole, so adjacent properties can connect in future.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
31. Show concrete collar 10 feet upstream from every manhole on Utility Plan(s) and Profile(s). (See Detail WW-09)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
32. Show horizontal separation between water and sewer mains of ten (10) feet and vertical separation of eighteen (18) inches. (Water mains below sewer mains shall be avoided.)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
33. Any sewer line thirteen (13) feet or greater in depth, as measured from the invert of the pipe to the top of ground, shall be Ductile Iron Pipe. Pipe shall be continuous between MH's. PDU will not allow a change in material between MH's.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
34. For all lots lower than the road they abut, provide earthen pad elevations for each lot to ensure gravity flow into the gravity sewer system while maintaining cover.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
35. For sewer lift stations, include all information associated with station. (i.e. flow & head requirements, make, model, piping, pad, enclosure, electrical, telemetry, etc.) PDU requires High Tide telemetry units on all Proposed Lift Stations.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

	Included	Not Included	Not-Applicable
36. Abandoned lift stations to be demolished below grade and backfilled as per detail WW-12. Add note on plans stating the following: <i>City shall be responsible for electrical disconnect. Contractor shall be responsible for demo and removal of all electrical and mechanical equipment. PDU personnel shall inform contractor what City shall keep. Contractor shall be responsible for the disposal of all other items.</i>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
37. Provide Sewer Calculations stamped by a Tennessee Licensed Engineer. Use 250 gpd per residence and a peaking factor of 4.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Project Name _____

Applicant _____

Date _____