

**Appendix B**  
**Forms**

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# DRT Checklist for *Site Development* Construction Plans



**Project Name:** \_\_\_\_\_

This checklist must be submitted with every set of engineering construction plans for site developments (conditional & permitted use projects). All items on the checklist shall be addressed. If the item is not applicable to this project check the box next to the item labeled "N/A", and provide comment. Items preceded by an asterisk (\*) are required for the submittal to be considered complete. If one of these items is missing from the submittal without a valid explanation, the entire submittal will be rejected. Note that this checklist is not intended to be all-inclusive, and fulfillment of this checklist does not alleviate the obligation of the designer to meet all City of Auburn code, regulations, ordinances, and specifications. The purpose of this checklist is to facilitate a more efficient plan review process for the designer and the review team.

	Description	Check	N/A	Comments
<b>Required Plan Sheets</b>				
	These are the basic sheets we expect to see in a set of plans. Some sheets may be combined on certain projects, or have different names (for example, water and sewer shown on one utility plan sheet for small projects).			
*	Title/Cover Sheet			
*	Project Notes			
*	Existing Conditions/Demo Plan			
*	Site Plan (engineering)			
*	Water Plan			
*	Sanitary Sewer Plan			
*	Sanitary Sewer Profiles (for public infrastructure)			
*	Grading & Drainage Plan			
*	Storm Sewer Profiles (for public infrastructure)			
*	Erosion & Sediment Control Plan			
*	Street Plan & Profiles (for public infrastructure)			
*	Miscellaneous Details, Cross-sections & Other Sheets			
*	City of Auburn Standard Details			
<b>Title Sheet</b>				
Title Sheet - Title Sheet - T	Project Title			
	Permit Numbers (USACE & ADEM)			
	Relevant Contact Information			
	Sheet Index			
	Vicinity Map (legible)			
	Engineer's Seal			
<b>Project Notes</b>				
Notes	Verify that project notes do not conflict with City of Auburn specifications			
	Provide Legend			
<b>Existing Conditions / Demo Plan</b>				
Existing Conditions - Existing Conditions - Existing	Include North arrow			
	Show locations of existing structures			
	Indicate if structures are being removed			
	Show existing topography with clearly labeled contours lines			
	Minimum 2ft contour intervals with every 10ft line labeled			
	Show existing water features including wetland areas			
	Show existing easements and right-of-ways			
	Show existing utilities			
	Indicate if being removed/abandoned			
Show all property lines				
Show the limits of clearing & grubbing				
<b>Site Plan (engineering)</b>				
Site Plan - Site Plan - S	Show property lines, building layout, pavement, traffic/parking striping, traffic signs, etc.			
	Indicate parking dimensions, lane widths, and corner radii			
	Show dumpster location			
	Verify Planning Commission resolutions have been met for Conditional Uses			
<b>Water Plans</b>				
Water Plans - Water Plans - W	*Required water service submittals prior to or with plan submittal:			
	Development Application for Water and Sewer Service			
	Backflow Protection Information Sheet			
	Fire flow calculations (where applicable, coordinate with the WRM Department)			
	Include North arrow			
If water layout requires multiple pages, include an overall plan sheet				

Description	Check	N/A	Comments
The following <b>existing</b> water infrastructure should be shown:			
Location, size, and material of all water mains and service lines			
Location and size of all water meters			
Location of the nearest main line valves for isolation of the site			
Location of the nearest fire hydrants			
Location of all blow-off valves and air release valves			
The following <b>proposed</b> water infrastructure should be shown:			
Location, size, and material of all water mains and service lines			
Location and size of all water meters (place at edge of ROW or easement)			
Location of all isolation valves, blow-off valves, and air release valves			
Location of all fire hydrants			
Location of FDC within 125 ft of a fire hydrant			
Location of all backflow prevention devices, and vaults			
Location of all bends, tees, and fittings (specify type and degree)			
Location and detail of all necessary thrust restraint			
Location of vault drain to grade or to storm sewer			
Show all existing and proposed easements			
Provide a general layout of other utilities (existing and proposed)			
Clearly differentiate between existing and proposed utilities			
Detail all main line connections showing appropriate tap configuration and fittings			
Provide backflow prevention for all main line connections			
Provide estimated static pressure (normally 830 - FFE / 2.31)			
Use pressure reducing valves where static pressure > 70 psi			
Size pipes to maintain a velocity not to exceed 10 ft/sec			
Provide minimum cover of 30 inches for lines 8 inches and smaller			
Provide minimum cover of 36 inches for lines larger than 8 inches			
Provide minimum 18 inches vertical separation where water & sewer cross			
Provide minimum 10 feet horizontal separation between water & sewer lines			
Provide sprinkler count			
Provide the following notes where applicable:			
"Existing services to be abandoned shall be terminated at the main."			
"Notify AWWB of any scheduled outages 7 days prior to the outage."			
"Only AWWB personnel are authorized to operate AWWB valves."			
<b>Sanitary Sewer Plans</b>			
*Required sewer service submittals prior to or with plan submittal:			
Development Application for Water and Sewer Service			
Grease Trap Sizing Worksheet			
Approved pump station design (coordinated with the WRM Department)			
Include North arrow			
If sewer layout requires multiple pages, include an overall plan sheet			
Show all existing and proposed easements			
Provide a general layout of other utilities (existing and proposed)			
The following <b>existing</b> sewer infrastructure should be shown:			
Location of all manholes with rim, and all invert elevations provided			
Location, sizes, materials, and slopes of all sewer mains and laterals			
Location, and size of grease traps and/or oil & grit separators			
The following <b>proposed</b> sewer infrastructure should be shown:			
Location of all manholes with rim, and all invert elevations provided			
Location, sizes, materials, and slopes of all sewer mains and laterals			
Location and size of grease traps where required			
Location and size of oil & grit separators where required			
Location of cleanouts at the edge of ROW or easement			
Clearly differentiate between existing and proposed utilities			
Label all manholes and pipes (correspond with labels on profile sheets)			
Provide contours or specify finish floor elevations			
Indicate how existing sewer mains or services are to be abandoned			
Manholes shall be locked down if less than 1 foot above the 100-yr BFE			

Description	Check	N/A	Comments
<b>Public sanitary sewer main requirements:</b>			
Manholes shall be located in the center of the street where possible			
Design sewer lines for maximum capacity at half full			
DIP required where cover is greater than 12 feet or less than 3 feet			
DIP required where less than 2 feet of clearance between utilities			
DIP required within the 100-yr BFE or where bouyancy is a concern			
Provide consistent pipe material between manholes			
<b>Minimum slope requirements:</b>			
4"=2%, 6"=1%, 8"=0.60%, 10"=0.35%, 12"=0.30%			
Provide a minimum 0.10' drop across all straight through manholes			
Provide a minimum 0.25' drop across all turning manholes			
Manhole spacing should not exceed 400 feet			
Services tied into mains shall have a 3 feet minimum separation			
Service lines should connect to manholes where possible			
Use standard 4 inch drop for service lines into manholes			
Service lines angled against the flow use a minimum 6 inch drop			
If angle against the flow >135 degrees connect lateral directly to main			
No more than four laterals connected to a pass through manhole			
No more than five laterals connected to a beginning manhole			
Cleanouts to be located in traffic rated enclosure in paved areas			
Backflow prevention is required when any sewerage portion of a building is less than 12 inches above the rim elevation of the nearest <b>upstream</b> manhole. Such lots shall be identified on the plans and the plat.			
<b>Sanitary Sewer Pipe Profiles</b>			
Indicate pipe material, size, slope and length			
Show all utility crossings			
Show existing and proposed grades			
Show all rim and invert elevations			
Show outside drop manhole where drop is 2 feet or greater			
Label all manholes and pipes (correspond with labels on plan sheets)			
Show existing mains and structures at all connection points			
Clearly differentiate between existing and proposed utilities			
Clearly differentiate between material types			
<b>Grading &amp; Drainage Plans</b>			
Include North arrow			
If plans require multiple pages, include at least one overall plan sheet			
Show existing topographic contours			
Maximum 2ft contour intervals with every 10ft line labeled			
Used lighter or dashed line type for existing contour lines			
Show proposed contours			
Maximum 2ft contour intervals with every 10ft line labeled			
Proposed contour lines should tie-in to existing contour lines			
Show streams and other water features			
Show stream & wetland buffers			
Show 100-yr flood plain boundaries			
Indicate minimum FFE's for lots adjacent to water features			
Show all existing structures, utilities, and easements that will remain			
Show mitigation areas			
Indicate steep slopes (City of Auburn Zoning Ordinance)			
Show curb & gutter (2ft City of Auburn Std. C&G)			
Show all storm water inlets			
Max access spacing 500ft for 15in to 48in pipe (for public infrastructure)			
Max access spacing 800ft for 54in or greater (for public infrastructure)			
Double-wing inlets only used in sags (for public infrastructure)			
Show all proposed culverts			
Indicate type and dimensions			
Show headwalls and energy dissipaters			
Show all storm sewer pipe			
Show headwalls at discharge points			
Show all manholes and junction boxes			
Extend discharge points at least 10 ft beyond building lines			
Show rip-rap or other energy dissipators at discharge points			
Show all proposed drainage & utility easement			
Show detention system(s)			
Fencing required around ponds for slopes steeper than 3:1			
Pipes discharge at bottom of pond slopes			
Show outlet structure(s)			



Description		Check	N/A	Comments
<b>Miscellaneous Details, Cross-sections, &amp; Other Sheets</b>				
Miscellaneous Details, Cross-sections, & Other	Collector or arterial (or other special) striping			
	Show details for improvements to off-site infrastructure			
	Turn lanes - including buildup and striping (meet with City on widening)			
	Off-site sewer, water, or storm water improvements			
	Detention outlet control structure details			
	Culvert details			
	HDPE installation details (for public infrastrucutre)			
	Tail ditch and/or swale details			
	Traffic control plan and detour plan			
Proposed street classifications & buildups (for public infrastrucutre)				
<b>City of Auburn Standard Details</b>				
	Include all relevant City of Auburn standard details with the final plans			
<b>Miscellaneous Design Requirements</b>				
Miscellaneous Design Requirements - Miscellaneous De	No trees within 10ft of center line of utilities			
	Sight distance analysis needed?			
	Storage/taper length calculations for turn lanes? (can be shown on plans)			
	are any wiavers or variances required?			
	The following note should be added to all utility plans and plats <sup>2</sup>			
	Easements shall be the greater of 20ft or 2 times the depth to the bottom of the utility. Easement widths shall be in increments of 10ft.			
	Slope and grades of easements shall be passable by vehicles (maximum easement cross slope of 4:1)			
	All topography should be relative to MSL (no assumed datum)			
	Utility stub outs for future development should be placed in easements extending to the edge of the property line			
<sup>1</sup> a. Any area that has been disturbed and will remain so for more than 15 days shall be seeded and mulched within 5 days of being disturbed. b. Additional BMPs may be required by the QCP and/or City of Auburn over the course of the project to minimize sediment release from the site c. All BMPs shall be designed and installed in accordance with the Alabama Handbook for Erosion Control, Sediment Control, and Storm water Management on Construction Sites and Urban Areas and the City of Auburn standard erosion and sediment control details. d. The use of flocc-blocks, polyacrylamide (PAM), or other settling enhancement materials may be required by the QCP or City of Auburn during course of construction to minimize turbidity and sediment release from the site.				
<sup>2</sup> No permanent structures may be constructed or placed on easements. Fences may be erected perpendicularly across the easement provided there is a minimum 12-foot wide access gate installed. If the gate is to be locked there must be a City-approved lock installed in conjunction with the owners lock. No trees shall be planted within 10 feet of utilities.				

SIGNED: \_\_\_\_\_  
(engineer of record)

# DRT Checklist for *Subdivision* Construction Plans



**Project Name:** \_\_\_\_\_

This checklist must be submitted with every set of engineering construction plans for subdivision improvements. All items on the checklist shall be addressed. If the item is not applicable to this project check the box next to the item labeled "N/A", and provide comment. Items preceded by an asterisk (\*) are required for the submittal to be considered complete. If one of these items is missing from the submittal without a valid explanation, the entire submittal will be rejected. Note that this checklist is not intended to be all-inclusive, and fulfillment of this checklist does not alleviate the obligation of the designer to meet all City of Auburn code, regulations, ordinances, and specifications. The purpose of this checklist is to facilitate a more efficient plan review process for the designer and the review team.

	Description	Check	N/A	Comments
<b>Required Plan Sheets</b>				
	These are the basic sheets we expect to see in a set of plans. Some sheets may be combined on certain projects, or have different names (for example, storm water profiles shown on the street plan & profile sheets).			
*	Title/Cover Sheet			
*	Project Notes			
*	Existing Conditions/Demo Plan			
*	Preliminary Plat			
*	Water Plan			
*	Sanitary Sewer Plan			
*	Sanitary Sewer Profiles			
*	Grading & Drainage Plan			
*	Storm Sewer Profiles			
*	Erosion & Sediment Control Plan			
*	Street Plan & Profiles			
*	Miscellaneous Details, Cross-sections & Other Sheets			
*	City of Auburn Standard Details			
<b>Title Sheet</b>				
Title Sheet - Title Sheet - Title Sheet	Project Title			
	Permit Numbers (USACE & ADEM)			
	Relevant Contact Information			
	Sheet Index			
	Vicinity Map (legible)			
	Engineer's Seal			
<b>Project Notes</b>				
Notes	Verify that project notes do not conflict with City of Auburn specifications			
	Provide Legend			
<b>Existing Conditions / Demo Plan</b>				
Existing Conditions - Existing Conditions - Existing Conditions	Include North arrow			
	Show locations of existing structures			
	Indicate if structures are being removed			
	Show existing topography with clearly labeled contours lines			
	Minimum 2ft contour intervals with every 10ft line labeled			
	Show existing water features including wetland areas			
	Show existing easements and right-of-ways			
	Show existing utilities			
	Indicate if being removed/abandoned			
	Show all property lines			
Show the limits of clearing & grubbing				
<b>Preliminary Plat</b>				
Preliminary Plat	Include a copy of the approved Preliminary Plat			
	Indicate any changes from the approved plat			
	Verify planning commission resolutions were addressed			
<b>Water Plans</b>				
Water Plans - Water Plans - Water Plans	*Required water service submittals prior to or with plan submittal:			
	Development Application for Water and Sewer Service			
	Backflow Protection Information Sheet			
	Fire flow calculations (where applicable, coordinate with the WRM Department)			
	Include North arrow			
	If water layout requires multiple pages, include an overall plan sheet			





Description	Check	N/A	Comments
<b>Public sanitary sewer main requirements:</b>			
Manholes shall be located in the center of the street where possible			
Design sewer lines for maximum capacity at half full			
DIP required where cover is greater than 12 feet or less than 3 feet			
DIP required where less than 2 feet of clearance between utilities			
DIP required within the 100-yr BFE or where bouyancy is a concern			
Provide consistent pipe material between manholes			
<b>Minimum slope requirements:</b>			
4"=2%, 6"=1%, 8"=0.60%, 10"=0.35%, 12"=0.30%			
Provide a minimum 0.10' drop across all straight through manholes			
Provide a minimum 0.25' drop across all turning manholes			
Manhole spacing should not exceed 400 feet			
Services tied into mains shall have a 3 feet minimum separation			
Service lines should connect to manholes where possible			
Use standard 4 inch drop for service lines into manholes			
Service lines angled against the flow use a minimum 6 inch drop			
If angle against the flow >135 degrees connect lateral directly to main			
No more than four laterals connected to a pass through manhole			
No more than five laterals connected to a beginning manhole			
Cleanouts to be located in traffic rated enclosure in paved areas			
Backflow prevention is required when any sewer portion of a building is less than 12 inches above the rim elevation of the nearest <b>upstream</b> manhole. Such lots shall be identified on the plans and the plat.			
<b>Sanitary Sewer Pipe Profiles</b>			
Indicate pipe material, size, slope and length			
Show all utility crossings			
Show existing and proposed grades			
Show all rim and invert elevations			
Show outside drop manhole where drop is 2 feet or greater			
Label all manholes and pipes (correspond with labels on plan sheets)			
Show existing mains and structures at all connection points			
Clearly differentiate between existing and proposed utilities			
Clearly differentiate between material types			
<b>Grading &amp; Drainage Plans</b>			
Include North arrow			
If plans require multiple pages, include at least one overall plan sheet			
Show existing topographic contours			
Maximum 2ft contour intervals with every 10ft line labeled			
Used lighter or dashed line type for existing contour lines			
Show proposed contours			
Maximum 2ft contour intervals with every 10ft line labeled			
Proposed contour lines should tie-in to existing contour lines			
Show streams and other water features			
Show stream & wetland buffers			
Show 100-yr flood zone boundaries			
Indicate minimum FFE's for lots adjacent to water features			
Show all existing structures, utilities, and easements that will remain			
Show mitigation areas			
Indicate steep slope areas as defined in the City of Auburn Zoning Ordinance			
Show curb & gutter (2ft City of Auburn Std. C&G)			
Show Inlets (single & double winged)			
Max access spacing 500ft for 15in to 48in pipe			
Max access spacing 800ft for 54in or greater			
Double-wing inlets only used in sags			
Show all proposed culverts			
Indicate type and dimensions			
Show headwalls and energy dissipaters			
Show all storm sewer pipe			
Show headwalls at discharge points			
Show all manholes and junction boxes			
Extend discharge points 10 ft beyond rear building lines			
Show rip-rap or other energy dissipators at discharges			

	Check	N/A	Comments
<b>Description</b>			
Show all proposed drainage & utility easement			
Show detention system(s)			
Fencing required around ponds for slopes steeper than 3:1			
Pipes discharge at bottom of pond slopes			
Show outlet structure(s)			
<b>Storm Water Pipe Profiles</b>			
Indicate pipe size, material, slope and length			
Pipe beneath streets shall be RCP			
Show rim & invert elevations			
Show 25-yr Hydraulic Grade Line			
Show existing and proposed grades			
Show all other utility crossings			
Show existing pipe & structures at tie-ins			
<b>Erosion &amp; Sediment Control Plans</b>			
Used a phased plan when applicable			
Show clearing limits			
Show stream & wetland buffers. Drainage basin of stream should be delineated from the commencement point of the stream, to the point that it leaves the property. Basin area determines buffer widths (see ZO)			
Provide an ES&C legend			
Identify project sign location and provide project rain gauge on site			
All silt fencing shall be Class "A" (wire reinforced, metal staked, trenched) or C-POP			
Construction Entrance Pad (min 20ft x 50ft) Use #1 stone with geotextile fabric underneath. One CEP per site at any given time.			
Hay bales may not be used as stand-alone inlet protection. They can be used in conjunction with silt fence, silt savers, etc			
Use rock check dams, wattles, or silt fence check dams (rather than hay bales) where applicable.			
Design and show outlet protection at all discharges			
Show curb inlet protection devices (no stand-alone hay bales)			
Slopes greater than 3:1 require erosion control blankets. Specify types of blankets being used.			
Show all sediment basin locations, filter structures, and sediment volumes			
*Submit sediment storage calculations			
Attach City of Auburn standard erosion & sedimentation ctrl. details			
Include the following notes on the E&SC Plans <sup>1</sup>			
<b>Street Plan &amp; Profiles</b>			
<b>Plan view</b>			
Include North arrow			
Show existing and proposed topography			
Show edge of pavement and curb/gutter			
Show ROW & easements			
Show station line			
Show horizontal curve radii			
Indicate tangent lengths (minimum 100ft between curves)			
Indicate street width (b/c to b/c)			
Indicate intersection corner property line radii (minimum 20ft)			
Show proposed sidewalks			
<b>Profile View</b>			
Show existing and proposed centerline grades			
Max grade for local streets = 15%			
Max grade for collector streets = 12%			
Max grade for minor arterial = 8%			
Max grade = 5% within 100ft of intersection			
Show vertical alignment with all vertical curve data			
Indicate the design speed used (see PW Manual)			
Align stationing with the plan view station line			

Description		Check	N/A	Comments
<b>Miscellaneous Details, Cross-sections, &amp; Other Sheets</b>				
Miscellaneous Details, Cross-sections, &	Collector or arterial (or other special) striping			
	Show details for improvements to off-site infrastructure			
	Turn lanes - including buildup and striping (meet with City on widening)			
	Off-site sewer, water, or storm water improvements			
	Detention outlet control structure details			
	Culvert details			
	Tail ditch and/or swale details			
	Traffic control plan and detour plan			
Proposed street classifications & buildups				
<b>City of Auburn Standard Details</b>				
	Include all relevant City of Auburn standard details with the final plans			
<b>Miscellaneous Design Requirements</b>				
Miscellaneous Design Requirements - Miscellaneous Des	Sight distance analysis needed?			
	Storage/taper length calculations for turn lanes (can be shown on plans)			
	No trees within 10ft of center line of utilities			
	Are any waivers or variances required?			
	The following note should be added to all utility plans and plats <sup>2</sup>			
	Easements shall be the greater of 20ft or 2 times the depth to the bottom of the utility. Easement widths shall be in increments of 10ft.			
	Slope and grades of easements shall be passable by vehicles (maximum easement cross slope of 4:1)			
	All topography should be relative to MSL (no assumed datum)			
	Utility stub outs for future development should be placed in easements extending to the edge of the property line			
		<sup>1</sup> a. Any area that has been disturbed and will remain so for more than 15 days shall be seeded and mulched within 5 days of being disturbed. b. Additional BMPs may be required by the QCP and/or City of Auburn over the course of the project to minimize sediment release from the site c. All BMPs shall be designed and installed in accordance with the Alabama Handbook for Erosion Control, Sediment Control, and Storm water Management on Construction Sites and Urban Areas and the City of Auburn standard erosion and sediment control details. d. The use of floc-blocks, polyacrylamide (PAM), or other settling enhancement materials may be required by the QCP or City of Auburn during course of construction to minimize turbidity and sediment release from the site.		
	<sup>2</sup> No permanent structures may be constructed or placed on easements. Fences may be erected perpendicularly across the easement provided there is a minimum 12-foot wide access gate installed. If the gate is to be locked there must be a City-approved lock installed in conjunction with the owners lock. No trees shall be planted within 10 feet of utilities.			

SIGNED: \_\_\_\_\_  
(engineer of record)



## **Application for Water and Sewer Service Instructions:** *All applicable fields to be completed should be highlighted in blue*

### **Page 1**

#### **Section A:**

1. Fill out all project information in the blue highlighted fields
2. Check the appropriate type of development and complete the corresponding fields  
(for purposes of this application all developments that are not residential should be checked as commercial and all other categories that apply.)
3. Check the appropriate previous use(s) of the property and complete the corresponding fields

#### **Section B:**

1. Check the appropriate existing services that are available at the site
2. Complete the corresponding blue highlighted fields for each applicable service

#### **Section C:**

1. Check the appropriate proposed services that are being requested for the development
2. Complete the corresponding blue highlighted fields for each proposed service
3. Check all appropriate boxes under each proposed service as they apply to the development
4. Complete Section C.1.a. on Page 2 if a proposed Domestic (Drinking) Water service is requested
5. Complete Section C.4.a. on Page 2 if a proposed Sanitary Sewer service is requested
6. Complete all required forms for the proposed services and submit to WRM  
(separate forms are available for Backflow Protection, Grease Traps, and Pump Stations on the City's website)

### **Page 2**

#### **Section C.1.a:**

*Complete the applicable Water Demand Table for the proposed development*

1. Insert the total number of fixtures in the blue highlighted fields for each applicable fixture type.
2. Add any necessary fixtures and the appropriate fixture values that are not listed
3. Add any additional known fixed demand (in GPM) on the domestic meter in the blue highlighted field  
(this could be for irrigation or any other demand that is not covered by the fixture type)

#### **Section C.4.a:**

*Complete the applicable Wastewater Capacity Table for the proposed development*

1. Insert the total number of units in the blue highlighted fields for the applicable type of development
2. Add any necessary type of development and the appropriate typical flow per unit that are not listed.

#### **Application Submittal**

The application should be emailed to [wrmforms@auburnalabama.org](mailto:wrmforms@auburnalabama.org) prior to plans being submitted to DRT. Any questions about the application or its use can also be directed to [wrmforms@auburnalabama.org](mailto:wrmforms@auburnalabama.org)

The application will be reviewed by WRM with the plan submittal, and will be returned to the engineer and developer upon approval.



# Water Resource Management Application for Water and Sewer Service



## SECTION A - DEVELOPMENT INFORMATION

Name of Project: \_\_\_\_\_ Street Address: \_\_\_\_\_ Date: \_\_\_\_\_

Owner: \_\_\_\_\_ Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Engineer: \_\_\_\_\_ Email: \_\_\_\_\_ Phone: \_\_\_\_\_

Maximum Site Elevation: \_\_\_\_\_ Static Water Pressure\*: \_\_\_\_\_ Building Height: \_\_\_\_\_ Booster Pumps Required:  Yes  No  
*\*Static pressure estimate is based on Auburn's primary pressure zone (tank elevation = 830' above MSL). Actual static pressure could vary upon site location and water supply conditions.*

Type of Development (Check all that apply):  Residential  Commercial  Industrial  Agricultural  Institutional  Restaurant

Number of Residential Units: \_\_\_\_\_ Efficiency \_\_\_\_\_ 1 Bedroom \_\_\_\_\_ Multiple Bedroom \_\_\_\_\_ Commercial Space: \_\_\_\_\_ sf

Previous Use (Check all that apply):  Vacant  Residential  Commercial  Industrial  Agricultural  Institutional  Restaurant

Number of Residential Units: \_\_\_\_\_ Efficiency \_\_\_\_\_ 1 Bedroom \_\_\_\_\_ Multiple Bedroom \_\_\_\_\_ Commercial Space: \_\_\_\_\_ sf

## SECTION B - EXISTING SERVICES

Existing water services must be verified with AWWB records for access fee credit. Please contact the Water Revenue office at 334-501-3050 for more information.

**B.1. Domestic (Drinking) Water:**

Meters to be removed: Qty \_\_\_\_\_ Size \_\_\_\_\_ inch    Qty \_\_\_\_\_ Size \_\_\_\_\_ inch    Meters to remain: Qty \_\_\_\_\_ Size \_\_\_\_\_ inch

**B.2. Irrigation:**

Meters to be removed: Qty \_\_\_\_\_ Size \_\_\_\_\_ inch    Meters to remain: Qty \_\_\_\_\_ Size \_\_\_\_\_ inch

**B.3. Fire Protection:**

Existing Backflow Prevention: \_\_\_\_\_ Existing Service Line Size: \_\_\_\_\_ inches    Reuse  Yes  No

**B.4. Sanitary Sewer:**

Existing Service Line Size: \_\_\_\_\_ inches    Existing Service Line Material: \_\_\_\_\_    Reuse  Yes  No

## SECTION C - SERVICES REQUESTED

The City of Auburn Backflow Protection Information Form shall be submitted with this application for proposed water services

**C.1. Domestic (Drinking) Water: (Complete C.1.a. Water Demand Table)**

Requested Meters: Qty \_\_\_\_\_ Size \_\_\_\_\_ inch    Qty \_\_\_\_\_ Size \_\_\_\_\_ inch    Qty \_\_\_\_\_ Size \_\_\_\_\_ inch

Requested Service Line Size: \_\_\_\_\_ inches    \_\_\_\_\_ inches    \_\_\_\_\_ inches

**C.2. Irrigation:**

Requested Meters: Qty \_\_\_\_\_ Size \_\_\_\_\_ inch    Demand Per Meter: \_\_\_\_\_ GPM    Requested Service Line Size: \_\_\_\_\_ inches

**C.3. Fire Protection:**

Requested Backflow Prevention: \_\_\_\_\_    Requested Service Line Size: \_\_\_\_\_ inches

**C.4. Sanitary Sewer: (Complete C.4.a. Wastewater Capacity Table)**

Requested Service Line Size: \_\_\_\_\_ inches    Estimated Flow: Average \_\_\_\_\_ GPD    Peak \_\_\_\_\_ GPD

Check all that apply:  Grease Trap\*     Oil/Grit Separator     Pump Station\*     Open Surface Drain to Sanitary \_\_\_\_\_ sq. ft.  
*\*Requires separate WRM form submittal with plan submittal. (i.e., car wash, trash compactor, etc.)*





# Water Works Board of the City of Auburn Backflow Protection Information Form



## PROJECT INFORMATION

Project Name: \_\_\_\_\_

Date: \_\_\_\_\_

Premises Information:

Yes      No

Will premises be used for **other than single family residential**?

Will premises have **more than one connection to Board's system**?

Will premises have an **irrigation** system that **uses** pumps or wells?

Will premises have water meter **larger** than 1.5 inches?

Will premises' sewer system include any pumps or pressure mains?

If answers to above questions are **ALL No**, skip to bottom of form.

Commercial Development:

Will premises have a **fireline**?

Will premises have a **fire pump**?

Will premises have a multi-story building?

Will premises have any of the following?

Medical clinics, laboratories, medical facilities, medical offices,  
veterinarian clinics, dental offices, mortuaries?

Will premises have a boiler?

Will premises be used to store or process (including retail sale) petroleum products:

Will premises be used for manufacturing or processing of goods/products?

Will premises be used for or have a pressurized car washing system?

Please briefly describe the intended use of the premises:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Note: This information is collected for backflow protection considerations. If the use of the property changes in the future, the property owner/customer is required to notify the City.**

## OWNER INFORMATION

Owner: \_\_\_\_\_

Phone Number/Contact Information: \_\_\_\_\_

\_\_\_\_\_

Agency/ Firm Providing Backflow Information: \_\_\_\_\_

\_\_\_\_\_



# Water Works Board of the City of Auburn Backflow Testing and Certification Form



## BUSINESS OR DEVELOPMENT INFORMATION

*Note: A separate Testing and Certification Form is required for EACH backflow protection device*

Name: \_\_\_\_\_ Date: \_\_\_\_\_

Address: \_\_\_\_\_ Phone: \_\_\_\_\_

Description of Business or Development Type (Manufacturing, Medical, Residential, etc.): *Please be specific*

\_\_\_\_\_

\_\_\_\_\_

## BACKFLOW PROTECTION DEVICE INFORMATION

Type of Backflow Protection Device: \_\_\_\_\_

Manufacturer of Backflow Protection Device: \_\_\_\_\_

Model Number of Backflow Protection Device: \_\_\_\_\_

Serial Number of Backflow Protection Device: \_\_\_\_\_

Location of Backflow Protection Device on Property (Attach sketch if necessary):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## CERTIFIED TESTER INFORMATION

*Only Plumbers certified to test backflow protection devices are allowed to certify the tests*

Name of Company and Certified Tester: \_\_\_\_\_

Contact: \_\_\_\_\_ Phone: \_\_\_\_\_

Repairs needed to the backflow protection device (if any):

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

I, \_\_\_\_\_, a Certified Tester of backflow protection devices, do hereby acknowledge that I personally tested said backflow protection device described above and found it to be fully functional and operating correctly.

Signature: \_\_\_\_\_ Testing Certification Number: \_\_\_\_\_

Date of Test: \_\_\_\_\_





# Water Works Board of the City of Auburn Water Main Connection Permit Application



## PROJECT INFORMATION

**Project:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**Address or Location:** \_\_\_\_\_

**Contractor:** \_\_\_\_\_ **Phone:** \_\_\_\_\_

**Contractor Address:** \_\_\_\_\_

**Size of Main:** \_\_\_\_\_ **Size of Connection:** \_\_\_\_\_

**Scheduled Connection Date:** \_\_\_\_\_

**Connection Type:**  Wet Tap  Cut-in Tee **Right of Way:**  City of Auburn  Lee County  ALDOT  Easement

<b>Approved By:</b> _____	<b>Date:</b> _____
<b>Note:</b> _____	<b>Permit Number:</b> _____
<b>Inspector:</b> _____	<b>Date:</b> _____



City of Auburn

# Water Resource Management Pump Station Calculation Worksheet



City of Auburn

## PROJECT INFORMATION

Name of Project: \_\_\_\_\_ Date: \_\_\_\_\_

Developer: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

Engineer: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

## ESTIMATED AVERAGE DAILY FLOW (ADF)

1. Total acreage to be served by pump station (provide service area map): \_\_\_\_\_ Acres

2. Residential Unit Density (list for each area): \_\_\_\_\_

Total Residential Units: \_\_\_\_\_ Units *Estimate 250 gallons per day per unit (GPD/unit)*

Total Estimated Residential ADF (Total Units x 250 GPD/unit): \_\_\_\_\_ GPD = \_\_\_\_\_ GPM

3. Commercial Area (square feet): \_\_\_\_\_ SF Commercial Zoning: \_\_\_\_\_

Type of Commercial Development: \_\_\_\_\_

Total Estimated Commercial ADF: \_\_\_\_\_ GPD = \_\_\_\_\_ GPM *(provide calculations)*

Estimation Criteria or Sources Used: \_\_\_\_\_

4. Total Estimated ADF (Residential + Commercial): \_\_\_\_\_ GPD = \_\_\_\_\_ GPM

## ESTIMATED PEAK DESIGN FLOW (PDF)

*PDF = ADF x Peaking Factor of 4.0*

1. Estimated Residential PDF: \_\_\_\_\_ GPD = \_\_\_\_\_ GPM

2. Estimated Commercial PDF: \_\_\_\_\_ GPD = \_\_\_\_\_ GPM

3. Estimated Total PDF: \_\_\_\_\_ GPD = \_\_\_\_\_ GPM

## DIMENSIONS AND ELEVATIONS

*All elevations shall be provided in reference to Mean Sea Level (MSL)*

1. Wet Well: Shape: \_\_\_\_\_ Area: \_\_\_\_\_ SF

Wet Well Top or Rim Elevation (T): \_\_\_\_\_ FT

Lowest Incoming Gravity Invert Elevation (LI): \_\_\_\_\_ FT

Wet Well Bottom or Floor Elevation (B): \_\_\_\_\_ FT

Total Wet Well Storage Height (LI - B): \_\_\_\_\_ FT  $\geq 5$  Feet

2. Floats: Pump Off Float Elevation (OFF): \_\_\_\_\_ FT *(OFF - B  $\geq 1$  Foot)*

Lead Pump On Float Elevation (LEAD): \_\_\_\_\_ FT *(LEAD - OFF  $\geq 1$  Foot)*

Lag Pump On Float Elevation (LAG): \_\_\_\_\_ FT *(LAG - LEAD  $\geq 1$  Foot)*

Alarm Float Elevation (ALARM): \_\_\_\_\_ FT *(ALARM - LAG  $\geq 1$  Foot)*

3. Head Conditions: High Point (HP): \_\_\_\_\_ FT Discharge Elevation (DE): \_\_\_\_\_ FT

Static Head (HP - OFF): \_\_\_\_\_ FT

**STORAGE AND FILL TIME**

1. Effective Storage: Effective Height (EFH = ALARM - OFF): \_\_\_\_\_ FT  $\geq 3$  Feet  
 Effective Volume (EFV = EFH x Area): \_\_\_\_\_ CF = \_\_\_\_\_ GALLONS  
 EFV Fill Time at ADF (EFV / ADF): \_\_\_\_\_ Minutes  
 EFV Fill Time at PDF (EFV / Total PDF): \_\_\_\_\_ Minutes  $\geq 30$  Minutes

*\*Effective storage shall be calculated as the volume between the pump off elevation (OFF) and the alarm elevation (ALARM)*

2. Emergency Storage: Emergency Height (EMH = LI - ALARM): \_\_\_\_\_ FT  $\geq 1$  Foot  
 Emergency Volume (EMV = EMH x Area): \_\_\_\_\_ CF = \_\_\_\_\_ GALLONS  
 EMV Fill Time at ADF (EMV / ADF): \_\_\_\_\_ Minutes  
 EMV Fill Time at PDF (EMV / Total PDF): \_\_\_\_\_ Minutes  $\geq 10$  Minutes

*\*Emergency storage shall be calculated as the volume between the alarm elevation (ALARM) and the lowest gravity invert elevation (LI)*

3. Total Storage: Total Height (TH = LI - OFF): \_\_\_\_\_ FT  $\geq 4$  Feet  
 Total Volume (TV = TH x Area): \_\_\_\_\_ CF = \_\_\_\_\_ GALLONS  
 TV Fill Time at ADF (TV / ADF): \_\_\_\_\_ Minutes  
 TV Fill Time at PDF (TV / Total PDF): \_\_\_\_\_ Minutes

*\*Total storage shall be calculated as the volume between the pump off elevation (OFF) and the lowest gravity invert elevation (LI)*

**PUMP AND FORCE MAIN DESIGN**

1. Force Main: Size: \_\_\_\_\_ IN Material: \_\_\_\_\_  
 Length: \_\_\_\_\_ FT Friction Losses: \_\_\_\_\_ FT

2. Pump Selection: Make: \_\_\_\_\_ Model: \_\_\_\_\_ Impeller: \_\_\_\_\_

3. Motor Selection: Model: \_\_\_\_\_ HP: \_\_\_\_\_ RPM: \_\_\_\_\_ Voltage Rating \_\_\_\_\_

4. Performance (1 Pump): *Compute System Curve*

- a. Total Dynamic Head (TDH): \_\_\_\_\_ FT  
 b. Pumping Capacity: \_\_\_\_\_ GPM  $\geq$  PDF  
 c. Force Main Velocity: \_\_\_\_\_ FT/S  $\geq 2$  Feet/Second  
 d. Efficiency: \_\_\_\_\_ %

5. Performance (2 Pumps): *Compute System Curve*

- a. Total Dynamic Head (TDH): \_\_\_\_\_ FT  
 b. Pumping Capacity: \_\_\_\_\_ GPM  
 c. Force Main Velocity: \_\_\_\_\_ FT/S  $\leq 8$  Feet/Second  
 d. Efficiency: \_\_\_\_\_ %

**ADDITIONAL DESIGN NOTES**

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STATE OF ALABAMA

LEE COUNTY

PUMP STATION COMPLETION BOND

KNOW ALL MEN BY THESE PRESENTS, that \_\_\_\_\_, as Principal, is held and firmly bound unto the City of Auburn, a municipal corporation, its successors and assigns, in the penal sum of \_\_\_\_\_ Dollars (\$\_\_\_\_\_) which sum is secured by irrevocable and auto-renewing Letter of Credit number dated \_\_\_\_\_, issued by \_\_\_\_\_ (Bank) \_\_\_\_\_ our account for which payment, well and truly to be made and done, we bind ourselves, our successors, assigns, heirs, executors and administrators, jointly and severally, firmly by these presents. And we waive in favor of this Bond, all right to claim any exemption of personal property allowed by the Laws of the State of Alabama. The form of the letter of credit shall be reviewed by the City of Auburn Finance Director and must be acceptable to the City Finance Director in order to secure the subject completion bond.

SEALED with our seals and dated this the \_\_\_\_\_ day of \_\_\_\_\_, 2015.

THE CONDITION OF THE OBLIGATION IS SUCH that whereas, the above-bound are engaged in the construction of \_\_\_\_\_ in the subdivision jurisdiction of the Planning Commission of the City of Auburn, inside of the corporate limits of said City, and are required by the City of Auburn to provide a bond in sufficient amount to secure the satisfactory completion of construction of the required sanitary sewer conveyance pump station, in said subdivision in accordance with the standards prescribed for such work by the Water Resource Management Director of the City of Auburn, with all associated work to be completed and first certificate of occupancy issued for said subdivision within twelve (12) months from the date hereof. In the event said work is not completed and first certificate of occupancy is not issued for said subdivision within said twelve 12 month period, the Bond and the letter of credit shall be automatically renewed for an additional twelve (12) month period until all obligations covered under the Bond are completed. If a certificate of occupancy is issued within said subdivision prior to completion of all work associated with said pump station, the City of Auburn shall, in its discretion, have the right to call and liquidate said Letter of Credit securing this Bond and



**Adams, Umbach, Davidson and White,  
Attorneys for City of Auburn, Alabama**

\_\_\_\_\_  
**Rick Davidson, City Attorney**

**Date** \_\_\_\_\_

\_\_\_\_\_  
**Chairman, Planning Commission**

**Date** \_\_\_\_\_

\_\_\_\_\_  
**Eric A. Carson, Water Resource Management Director**

**Date** \_\_\_\_\_

DRAFT

STATE OF ALABAMA

LEE COUNTY

PUMP STATION WARRANTY BOND

KNOW ALL MEN BY THESE PRESENTS, that \_\_\_\_\_, as Principal, is held and firmly bound unto the City of Auburn, a municipal corporation, its successors and assigns, in the penal sum of \_\_\_\_\_ Dollars (\$\_\_\_\_\_) which sum is secured by irrevocable and auto-renewing Letter of Credit number dated \_\_\_\_\_, issued by \_\_\_\_\_ (Bank) \_\_\_\_\_ our account for which payment, well and truly to be made and done, we bind ourselves, our successors, assigns, heirs, executors and administrators, jointly and severally, firmly by these presents. And we waive in favor of this Bond, all right to claim any exemption of personal property allowed by the Laws of the State of Alabama. The form of the letter of credit shall be reviewed by the City of Auburn Finance Director and must be acceptable to the City Finance Director in order to secure the subject completion bond.

SEALED with our seals and dated this the \_\_\_\_\_ day of \_\_\_\_\_, 2015.

THE CONDITION OF THE OBLIGATION IS SUCH that whereas, the above-bound engaged in the construction of \_\_\_\_\_ pump station in the subdivision jurisdiction of the Planning Commission of the City of Auburn, inside of the corporate limits of said City, and has well and truly constructed or caused to be constructed said pump station in keeping with the standards prescribed for such work by the City of Auburn, and has acquired a certificate of occupancy within said subdivision, and has secured the final approval thereof from the Water Resource Management Director of the City of Auburn, and are required by the City of Auburn to provide a bond in sufficient amount to warrant said pump station to be free of all defects in workmanship, materials, electrical components, or mechanical components for a period of twelve (12) months from the date of acceptance by the Water Resource Management Director of the City of Auburn. If any defects are discovered in said pump station during said twelve (12) month period the City of Auburn shall make any necessary repairs to keep said pump station in operation and will invoice the above-bound for the labor and materials required to make said repairs. If the above-bound fails to make payment to the City of Auburn

within a sixty (60) day period the City of Auburn shall, in its discretion, have the right to call and liquidate said Letter of Credit securing this Bond and apply the proceeds derived therefrom to the associated cost to repair said pump station.

By the execution of this Pump Station Warranty Bond, (principal name), authorizes the City of Auburn to draw under the above-described Letter of Credit in accordance with the terms and conditions of this Pump Station Warranty Bond.

IN WITNESS WHEREOF, we have caused this bond to be executed by us this the day of \_\_\_\_\_, 2015.

(Principal Name)

BY: \_\_\_\_\_

As its \_\_\_\_\_

Sworn to and subscribed before me this \_\_\_\_\_ of \_\_\_\_\_, 2015

\_\_\_\_\_  
Notary –

**Adams, Umbach, Davidson and White,  
Attorneys for City of Auburn, Alabama**

\_\_\_\_\_  
**Rick Davidson, City Attorney**

Date \_\_\_\_\_

\_\_\_\_\_  
**Chairman, Planning Commission**

Date \_\_\_\_\_

\_\_\_\_\_  
**Eric A. Carson, Water Resource Management Director**

Date \_\_\_\_\_





## Water Resource Management Grease Trap Size Calculation Data Sheet



### PROJECT INFORMATION

Name of Project: \_\_\_\_\_ Date: \_\_\_\_\_  
 Project Address: \_\_\_\_\_ Telephone Number: \_\_\_\_\_

### DRAINAGE FIXTURE UNIT VALUES (DFU)

Enter the number of each fixture type connecting to the grease trap

QTY	Fixture Type	DFU	Total	QTY	Fixture Type	DFU	Total
_____	Dishwasher (domestic)	_____	_____	_____	Other (1-1/4 inch trap)	_____	_____
_____	Kitchen, Bar, or Wash Faucet	_____	_____	_____	Other (1-1/2 inch trap)	_____	_____
_____	Commercial Sink with food waste	_____	_____	_____	Other (2 inch trap)	_____	_____
_____	Food Waste Grinder	_____	_____	_____	Other (3 inch trap)	_____	_____
_____	Service or Mop Basin	_____	_____	_____	Other (4 inch trap)	_____	_____
_____	Clothes Washer (domestic)	_____	_____	_____	Other (7.5 to 15 GPM)	_____	_____
_____	Floor Drain	_____	_____	_____	Other (15 to 30 GPM)	_____	_____
_____	Drinking Fountain or Water Cooler	_____	_____	_____	Other (30 to 50 GPM)	_____	_____

Total Drainage Fixture Unit Value: \_\_\_\_\_

*Drainage fixture unit values (DFU) are derived from the 2009 Uniform Plumbing Code (UPC), Table 7-3*

### FATS, OIL, AND GREASE (FOG) PRODUCTION CLASSIFICATION

Enter the appropriate FOG production classification for the proposed facility

Fats, Oil, and Grease Production Classification: \_\_\_\_\_

\*Light FOG producers shall only be applicable to FSFs where the products used in food preparation and service contain little or no dairy, shortening, oil, butter, vegetable fat, animal fat, or other fatty compounds which are insoluble in water at room temperature, as deemed appropriate by the WRM Department.

### GREASE TRAP SIZING

#### Light FOG Production Table\*

DFU	Volume (Gallons)
8	500
21	750
35	1,000
90	1,250
172	1,500
216	2,000
307	2,500
342	3,000
428	4,000
576	5,000
720	7,500
2,112	10,000
2,640	15,000

#### Heavy FOG Production Table\*

DFU	Volume (Gallons)
17.5	1,000
45	1,250
86	1,500
108	2,000
153.5	2,500
171	3,000
214	4,000
288	5,000
360	7,500
1,056	10,000
1,320	15,000

Required Grease Trap Size: \_\_\_\_\_ Gallons

Proposed Grease Trap Size: \_\_\_\_\_ Gallons

\*Grease trap sizing is based on a 30-minute retention time for Light FOG producers and a 1-hour retention time for Heavy FOG producers as defined by the FOG Loading criteria. The retention time calculations are derived from the 2009 Uniform Plumbing Code (UPC) Fixture Unit Values in Table 7-3 and Gravity Grease Interceptor Sizing in Table 10-3.



# Water Resource Management Commercial Waste Manifest



## ORIGINATOR INFORMATION

Originator Name \_\_\_\_\_ Contact Name \_\_\_\_\_

Address \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

City, State \_\_\_\_\_ Zip \_\_\_\_\_ County \_\_\_\_\_

WRM ID # \_\_\_\_\_

Type of Trap: Grease Interceptor  Oil/Water Separator  Grit/Sand Trap  Outside  Inside   
Other: \_\_\_\_\_ Trap Condition: \_\_\_\_\_

Tank #1 \_\_\_\_\_ gallons Tank #2 \_\_\_\_\_ gallons Service Frequency \_\_\_\_\_ Weeks

Tank #3 \_\_\_\_\_ gallons Tank #4 \_\_\_\_\_ gallons

**Generator Certifications:** I hereby certify that the wastes listed under this consignment are not hazardous, as defined in regulations promulgated by the State of Alabama, Dept. of Environmental Management, and that the type wastes and quantity indicated are fully accurate.

Originator Name (Printed) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

## TRANSPORTER INFORMATION

Company \_\_\_\_\_ Driver Name \_\_\_\_\_ Address \_\_\_\_\_

City, State \_\_\_\_\_ Zip \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_

City of Auburn Bus. License #: \_\_\_\_\_

**Transporter Certification:** I hereby acknowledge receipt of the above listed waste and will transport and dispose of it in accordance with all applicable laws.

Driver Name (Printed) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

## RECEIVER/DISPOSAL INFORMATION

Disposal Name \_\_\_\_\_ Contact Name \_\_\_\_\_ Address \_\_\_\_\_

City, State \_\_\_\_\_ Zip \_\_\_\_\_ Phone (\_\_\_\_) \_\_\_\_\_ County \_\_\_\_\_

NPDES # \_\_\_\_\_ LAS # \_\_\_\_\_ Solid Waste Handling # \_\_\_\_\_ Industrial

Pretreatment Permit # \_\_\_\_\_ Total Quantity Received Gallons \_\_\_\_\_

**Certification of Receipt:** The above waste was received by this facility within the authorized property boundaries and will be processed, disposed of, or recycled in accordance with all applicable laws.

Disposal Name (Printed) \_\_\_\_\_ Signature \_\_\_\_\_ Date \_\_\_\_\_ Time \_\_\_\_\_

**\*Originator must return completed form to City of Auburn Water Resource Management Department, Sewer Division at: 1501 West Samford Avenue, Auburn, AL 36832. Form must be returned within 10 days upon completion.**

Shaded areas to be input by City of Auburn  
Water Resource Management Department

**INDEMNITY AND HOLD HARMLESS AGREEMENT**

**STATE OF ALABAMA**

**LEE COUNTY**

**WHEREAS**, the City of Auburn, Alabama (hereinafter the “City”) has a drainage and utility easement located along \_\_\_\_\_ in Auburn, Alabama, and

(Right of way or location description)

**WHEREAS**, \_\_\_\_\_ (hereinafter the “Owner”) of property described as \_\_\_\_\_, Auburn, Alabama, wishes to locate \_\_\_\_\_ (hereinafter the “Obstruction”) on the City’s drainage and utility easement (shown by Exhibit A attached), and as a condition and obligation to the City for the granting of its consent to the Obstruction, the Owner, for itself and its successors in the ownership of the property on which Obstruction is located, has agreed to indemnify and hold harmless the City and holders of any interest in the easement where the Obstruction is located.

**NOW, THEREFORE**, in consideration of the granting of the consent of the undersigned to the placement of the Obstruction on and under the drainage and utility easement, the Owner does, for itself and its successors in the ownership of the property described, agree to indemnify, hold harmless and defend the City, its officials, representatives, agents, servants and employees from and against all liability and loss which the City and the holders of the interest in the drainage and utility easement on which the Obstruction is located may sustain as the result of claims, demands, costs or judgments arising out of the location of the Obstruction on the drainage and utility easement, including its reasonable costs in defending against any such claims. For the same consideration, the Owner agrees to release and discharge the City and The Water Works Board of the City of Auburn, Alabama from any damages to the Obstruction arising from utility maintenance work within the easement. The obligations of this indemnity shall be binding upon the successors and assigns of the Owner and shall be a covenant running with the land and shall be binding upon all future owners of the property on which the easement is located.

*[Remainder of page intentionally left blank]*

**EXECUTED** this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Owner

By: \_\_\_\_\_  
Its \_\_\_\_\_

CITY OF AUBURN, ALABAMA

By: \_\_\_\_\_  
Its \_\_\_\_\_

THE WATER WORKS BOARD OF THE  
CITY OF AUBURN, ALABAMA

By: \_\_\_\_\_  
Its \_\_\_\_\_

STATE OF ALABAMA

LEE COUNTY

I, the undersigned authority, a Notary Public in and for said County, in said State, hereby certify that \_\_\_\_\_, whose name is signed to the foregoing instrument, on behalf of the Owner, and who is known to me, acknowledged before me on this date that, being informed of the contents of the foregoing document, he/she executed the same voluntarily on the day the same bears date.

Given under my hand and official seal this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Notary Public  
Commission Expires \_\_\_\_\_

STATE OF ALABAMA

LEE COUNTY

I, the undersigned authority, a Notary Public in and for said County, in said State, hereby certify that \_\_\_\_\_, whose name is signed to the foregoing instrument, on behalf of the City of Auburn, Alabama, and who is known to me, acknowledged before me on this date that, being informed of the contents of the foregoing document, he/she executed the same voluntarily on the day the same bears date.

Given under my hand and official seal this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public  
Commission Expires \_\_\_\_\_

STATE OF ALABAMA

LEE COUNTY

I, the undersigned authority, a Notary Public in and for said County, in said State, hereby certify that \_\_\_\_\_, whose name is signed to the foregoing instrument, on behalf of The Water Works Board of the City of Auburn, Alabama, and who is known to me, acknowledged before me on this date that, being informed of the contents of the foregoing document, he/she executed the same voluntarily on the day the same bears date.

Given under my hand and official seal this the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public  
Commission Expires \_\_\_\_\_

STATE OF ALABAMA )  
 )  
COUNTY OF LEE )

**LICENSE AGREEMENT**

This Agreement made and entered into on this the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_, by and between The City of Auburn, Alabama, a municipal corporation, hereinafter referred to as “Licensor” and \_\_\_\_\_, hereinafter referred to as “Licensee.”

**STATEMENT OF BACKGROUND INFORMATION**

1. The City of Auburn, Alabama is the owner of that certain drainage and utility easement from \_\_\_\_\_, dated \_\_\_\_\_, and recorded in the Office of the Judge of Probate of Lee County, Alabama in \_\_\_\_\_.

2. Licensee has requested that it be permitted to construct and install its \_\_\_\_\_ and associated appurtenances within said easement, being further described on that certain map marked “Exhibit A”, attached hereto and made a part hereof by reference, and in consideration thereof has agreed to indemnify and hold harmless Licensor from any and all damages caused by its use of said easement. Licensee agrees to restore the drainage and utility easement to preconstruction conditions or better.

**STATEMENT OF AGREEMENT**

NOW, THEREFORE, for and in consideration of the above recitations and the mutual covenants and agreements contained herein, the parties do hereby agree as follows:

1. Licensee is hereby granted a revocable license or permit to install within the boundaries of the above-described easement its \_\_\_\_\_ and associated appurtenances in accordance with plans and specifications approved by the Licensor and at a location agreed upon by Licensor.

2. Licensee does hereby indemnify and hold harmless Licensor for any and all claims, damages and liability incurred by Licensor as a result of Licensee’s \_\_\_\_\_ and associated appurtenances being located within said easement and shall further be responsible for the payment or reimbursement of all defense costs, including, but not limited to, attorneys’ fees which result from the same.

3. Licenser may terminate this Agreement at any time by giving to Licensee sixty (60) days written notice thereafter to so terminate this license in which case Licensee shall remove its \_\_\_\_\_ and associated appurtenances as soon as practical thereafter at no expense to the Licenser.

**IN WITNESS WHEREOF**, the parties have executed this License Agreement on the date first written above.

THE CITY OF AUBURN, ALABAMA,  
A MUNICIPAL CORPORATION,

BY: \_\_\_\_\_

Bill Ham

ITS: Mayor

ATTEST:

BY: \_\_\_\_\_

Charles M. Duggan, Jr.

ITS: City Manager

\_\_\_\_\_  
LICENSEE

BY: \_\_\_\_\_ (L.S.)

ITS: \_\_\_\_\_

STATE OF ALABAMA

LEE COUNTY

I, the undersigned authority, a Notary Public in and for said County, in said State, hereby certify that \_\_\_\_\_, whose name is signed to the foregoing instrument, and who is known to me, acknowledged before me on this date that, being informed of the contents of this document, he/she executed the same voluntarily on the day the same bears date.

Given under my hand and official seal this the \_\_\_ day of \_\_\_\_\_.

\_\_\_\_\_  
Notary Public  
Commission Expires \_\_\_\_\_



City of Auburn

# Request For Design and Construction Standard Waiver



City of Auburn

## PROJECT INFORMATION

Name of Project: \_\_\_\_\_ Date: \_\_\_\_\_  
 Project Address: \_\_\_\_\_ Telephone Number: \_\_\_\_\_  
 Agency/Firm: \_\_\_\_\_  
 Brief Description of Your Waiver Request: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Attachments (List all supporting documentation you are submitting with this form): \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

## MANUAL TEXT CHANGES

Complete for each proposed modification. Attach additional sheets as necessary

**Waiver Number 1**                      Manual Section Reference (Number and Title): \_\_\_\_\_

Existing Standard: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Proposed Waiver: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Waiver Number 2**                      Manual Section Reference (Number and Title): \_\_\_\_\_

Existing Standard: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Proposed Waiver: \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

## STANDARD DETAIL CHANGES

Submit a hard copy of the standard detail showing each proposed modification encircled within a "cloud"

**Waiver Number 1**                      Standard Detail Reference (Number and Title): \_\_\_\_\_

**Waiver Number 2**                      Standard Detail Reference (Number and Title): \_\_\_\_\_





City of Auburn

Date: \_\_\_\_\_  
 Time: \_\_\_\_\_  
 Inspector: \_\_\_\_\_

Development/Construction Site: \_\_\_\_\_

Developer/Contractor/Permit Holder: \_\_\_\_\_

Location: \_\_\_\_\_

	Condition Assessment			Maintenance Required?	Comments/Considerations
<b>Sediment Control Structures</b>					
Sediment Trap	Good	Fair	Poor	Yes/No	
Filter Structure	Good	Fair	Poor	Yes/No	
Detention/Retention Pond	Good	Fair	Poor	Yes/No	
Outlet Structure	Good	Fair	Poor	Yes/No	
Flocculants (blocks, logs)	Good	Fair	Poor	Yes/No	
Discharge Headwall	Good	Fair	Poor	Yes/No	
Other: _____	Good	Fair	Poor	Yes/No	
<b>Sheet Flow Barriers</b>					
Hay Bales	Good	Fair	Poor	Yes/No	
Silt Fence	Good	Fair	Poor	Yes/No	
Stabilization of Barren Areas	Good	Fair	Poor	Yes/No	
Mulching	Good	Fair	Poor	Yes/No	
Seeding and Mulching	Good	Fair	Poor	Yes/No	
Chemical Stabilization	Good	Fair	Poor	Yes/No	
Other: _____	Good	Fair	Poor	Yes/No	
<b>Channel Check Structures</b>					
Rock Check	Good	Fair	Poor	Yes/No	
Silt Fence Check	Good	Fair	Poor	Yes/No	
Bale Check	Good	Fair	Poor	Yes/No	
<b>Stream Bank Stabilization</b>					
Chemical Stabilization	Good	Fair	Poor	Yes/No	
Rip Rap	Good	Fair	Poor	Yes/No	
Stream Crossing and Protection	Good	Fair	Poor	Yes/No	
Other: _____	Good	Fair	Poor	Yes/No	
<b>Inlet Protection</b>					
Hay Bales	Good	Fair	Poor	Yes/No	
Silt Fence	Good	Fair	Poor	Yes/No	
Inlet Barriers	Good	Fair	Poor	Yes/No	
Curb Inlet Protection	Good	Fair	Poor	Yes/No	
Other Prefabricated Measures	Good	Fair	Poor	Yes/No	
<b>General Site Measures</b>					
Construction Entrance	Good	Fair	Poor	Yes/No	
Posting of Permits	Good	Fair	Poor	Yes/No	
Buffer Areas Marked/Maintained	Good	Fair	Poor	Yes/No	
Construction Limits Marked	Good	Fair	Poor	Yes/No	

